

PERSONNEL COMMISSION

Minutes for August 27, 2018

Regular Meeting

The Chico Unified School District Personnel Commission met in regular session at the administration building on August 27, 2018. The following were present:

Commission Members:

Gloria Bevers, Chairperson

Beverly Patrick, Vice Chairperson

Absent

Scott Jones, Member

Staff Members:

David Koll, Executive Director-Human Resources

Rhonda Kaufmann, Classified Human Resources Assistant

Others:

Visitors

Gloria Bevers, Chairperson, called the meeting to order at 4:07pm.	Call to Order
Visitors, Jim Hanlon, Christina Ordorica, and Suzanne Peters, were welcomed.	
The minutes of the July 18, 2018 regular meeting were approved. (MSC) Patrick/Bevers	Minutes Approved
David Koll, Executive Director-Human Resources, reported: <ul style="list-style-type: none">• The HR Department is scheduling new focused training for employees, restated that training hours completed for 2017-2018 were approximately 11,000 hours an increase from 6,500 hours the previous year. Mr. Koll also introduced the development of video trainings the Pleasant Valley High School's "House of Blues" and Frontline Education videos for employees to utilize.• A presentation will be made to potential Board of Education members providing an overview of CUSD departments. Mr. Koll and Jim Hanlon, Assistant Superintendent-Human Resources will present the Human Resources information.• There will be a job faire in early spring for our graduating high school students to provide information on job opportunities within CUSD.	Director's Report
Job Announcements for Baker Assistant, Campus Supervisor, Custodian, Health Assistant, Instructional Paraprofessional, IPS-Visually Impaired, Nutrition Services Supervisor, Nutrition Specialist, and Sr. Library Media Assistant were considered and approved. (MSC) Patrick/Bevers	Job Announcements Approved
Eligible Lists for Custodian, IA-Bilingual, IPS-Hearing Impaired/Deaf, Licensed Vocational Nurse, Nutrition Services Supervisor, Nutrition Specialist, Preschool Assistant, School Bus Driver-Type 1, School Bus Driver-Type 2, and Sr. Maintenance Worker-HVAC were considered and approved. (MSC) Patrick/Bevers	Eligible Lists Approved
Revised Job Descriptions for Campus Supervisor, Custodian, Preschool Assistant, and Maintenance & Operations Manager were considered and approved. Additionally, Commissioners Bevers and Patrick agreed to allow the recruitment of Maintenance & Operations Manager to begin with a salary placement of Range 9 on the Classified Management Salary Schedule. (MSC) Patrick/Bevers	Revised Job Descriptions Approved

Seniority Lists for Administrative Assistant, Cafeteria Assistant, Cafeteria Satellite Manager, Custodian, Elementary Guidance Specialist, Health Assistant, IA-Computers, Instructional Paraprofessional, IPS-Visually Impaired, Library Media Assistant, Maintenance Worker, Office Assistant, Office Assistant Elementary Attendance, School Bus Drive-Type 1, School Bus Driver-Type 2, School Office Manager, Sr. Custodian, Targeted Case Manager-Bil (Spanish/English) and Parent Classroom Aide-Restricted @ Chapman, Hooker Oak, Little Chico Creek, Parkview, Rosedale and Sierra View were considered and approved. (MSC) Patrick/Bevers	Seniority Lists Approved
Revised Merit System Rules Cover Sheet & Forward were considered and approved. (MSC) Patrick/Bevers	Revised MS Cover Sheet & Forward Approved
Revised Restricted/Exempt Salary Schedule was considered and approved. (MSC) Patrick/Bevers	Revised Salary Schedule Approved
There were no suggestions or comments.	Suggestions and Comments
The date of the next Personnel Commission meeting was announced as being September 24, 2018.	Next Meeting
The meeting was adjourned at 4:39 pm.	Adjournment