

## PERSONNEL COMMISSION

Minutes for September 26, 2022

Regular Meeting

The Chico Unified School District Personnel Commission met in regular session at the administration building on September 26, 2022. The following were present:

Commission Members:

Gloria Bevers, Chairperson  
Beverly Patrick, Vice Chairperson  
Scott Jones, Member

Staff Members:

David Koll, Executive Director-Human Resources  
Whitney Stewart, Certificated Human Resources Assistant

Others:

Visitors

Gloria Bevers, Chairperson, called the meeting to order at 4:16 pm.	Call to Order
Visitors Jim Hanlon and Bonnie McCarthy were welcomed.	
The minutes of the August 22, 2022 regular meeting were considered and approved. (MSC) Patrick/Bevers	Minutes Approved
The reinstatement for Shayla Contreras to the classification of Custodian was considered and approved. (MSC) Patrick/Jones	Reinstatement Approved
David Koll, Executive Director-Human Resources, reported: <ul style="list-style-type: none"><li>• In an effort to reach more candidates the Human Resources department has been attending area job fairs.</li><li>• Mr. Koll suggested that in the interest of expediting recruitments, the Commission may consider including supplemental questionnaires with job applications to be ranked for placement on an eligible list. The goal of this ranking system would be to offer selection interviews within days of the closing date for application submission. The Commission expressed approval to move forward with this process.</li><li>• In the interest of student success, training and staff retention, the District is considering changes to the work calendars of Paraprofessionals. Changes would include starting the IP calendar one day earlier and creating non-work days to coincide with pupil free days. The District is further reviewing IBI, IP, and BCBA employee calendars to see how additional training can be created prior to the start of the school year.</li><li>• Reclassifications have been completed and are currently being discussed with CSEA. A meeting is being scheduled to discuss reclassifications with the Personnel Commission.</li></ul>	Director's Report
Job Announcement(s) for Administrative Specialist, Cafeteria Assistant, Campus Supervisor, Delivery Worker (Limited Term), Instructional Paraprofessional, Instructional Paraprofessional- Intensive Behavior Interventionist, Preschool Assistant, Senior Office Assistant, and Targeted Case Manager/Family Liaison-Bilingual (Spanish/English) were considered and approved. (MSC) Patrick/Jones	Job Announcements Approved
Eligible List(s) for Behavior Specialist, Instructional Assistant-Bilingual, Instructional Paraprofessional, Network Analyst, Preschool Assistant, School	Eligible Lists Approved

Bus Driver Type 2, and Targeted Case Manager-Bilingual (Spanish/English) were considered and approved. (MSC) Patrick/Jones	
Seniority List(s) for Administrative Specialist, Baker Assistant, Cafeteria Assistant, Cafeteria Cook Manager 1, Cafeteria Satellite Manager, Campus Supervisor, Computer Technician, Custodian, Elementary Counseling Assistant, Financial Specialist, Health Assistant, Instructional Assistant-Bilingual, Instructional Assistant-Computers, Instructional Paraprofessional, Instructional Paraprofessional- Intensive Behavior Interventionist, Library Media Assistant, Licensed Nurse, Office Assistant Elementary Attendance, Preschool Assistant, School Office Manager, Senior Office Assistant, Targeted Case Manager-Bilingual (Spanish/English), and Transportation Special Education Aide were considered and approved. (MSC) Patrick/Jones	Seniority Lists Approved
The 2021-22 Personnel Commission Fifty-Third Annual Report was approved.	Annual Report Approved
Visitor Bonnie McCarthy requested a review of recent eligible lists for accuracy, as well as feedback regarding the proposed expedited recruitment strategy. Mr. Koll stated that he would investigate the concern and make sure that it is addressed.	Suggestions and Comments
The date of the next Personnel Commission meeting is scheduled for October 24, 2022.	Next Meeting
The meeting was adjourned at 4:57 pm.	Adjournment