

VISTA UNIFIED SCHOOL DISTRICT
Classified Human Resources
1234 Arcadia Avenue, Vista, CA 92084

Unadopted Minutes of the
Personnel Commission Meeting on
November 3, 2015

MEMBERS Don Le May
PRESENT: Glen Hampton
Teri Minoux

STAFF Frederick Labib-Wood, Interim Director
PRESENT: Irene Young, Bryanna Putignani,
Cheng Westerlund

OTHERS
PRESENT: Marie Hovel, Alicia Evilsizer

CALL TO ORDER:

The meeting was called to order at 3:30 p.m. followed by the Pledge of Allegiance.

APPROVAL OF THE UNADOPTED MINUTES OF THE MEETING ON October 13, 2015:

*M/S Mr. Hampton / Ms. Minoux moved to approve the minutes. The motion was unanimously approved.

ADVANCE STEP PLACEMENT:

*M/S Mr. Hampton / Ms. Minoux for the following advance step placements:

- Francis, Joy- Instructional Assistant I – After School Program Step 2
- Isias, Miguel - Grounds/Maintenance Worker Step 3
- Mendoza, Maria - Senior Health Services Technician Step 2
- Nuñez, Martha – Custodian Step 3
- Omori, Suzanne - School Support Secretary I Step 3
- Rodby, Sean - Staff Data Technician Step 3
- Rolf, Robin - Instructional Assistant IV – SH/PH Step 3

The motions were unanimously approved.

ELIGIBILITY LISTS:

*M/S Mr. Hampton / Ms. Minoux for the Eligibility Lists.

FOR CERTIFICATION:

0066-15	School Age Child Care Leader	Continuous
0067-15	Instructional Assistant-Behavioral Intervention	Continuous
0068-15	Director Facilities, Maintenance and Operations	Open

FOR RATIFICATION:

0055-15	Network Analyst	Open
0056-15	Instructional Assistant I – After School Program	Continuous
0057-15	School Site Data Coordinator	Open
0058-15	Staff Data Technician	Open
0059-15	Instructional Assistant I – After School Program	Continuous
0060-15	Special Education Assistant IV SH/PH	Continuous
0061-15	Instructional Assistant-Behavioral Intervention	Continuous
0062-15	Instructional Assistant II LH/CH/RSP	Continuous
0063-15	Instructional Assistant II LH/CH/RSP	Continuous
0064-15	Special Education Assistant IV SH/PH	Continuous
0065-15	Instructional Assistant II LH/CH/RSP	Continuous

The motion was unanimously approved.

*M/S – indicates who motioned for approval followed by the person who seconded the motion.

RECRUITMENT REPORT:

Mr. Labib-Wood reported that recruitment has been very busy with continuous recruitments to maintain, as well as the ability to hire quickly.

BOARD REGISTER:

Information Only

DISCUSSION: Ms. Minoux indicated that on Probationary section, the individual "Lenore" has no last name. Nothing else to report.

CSEA UPDATE:

Ms. HovelN reported the concern in the lack of available substitutes, especially for the Plant Lead and Custodian positions. Ms. HovelN stated that the lack of substitutes create a problem cycle where employees get hurt, which means others become overworked, and then injured as well. This then creates the need for a substitute. Ms. HovelN indicated that they are gearing up for the Chapter meeting and that the elections are November and December.

DISTRICT UPDATE:

There was no representation at the meeting but Mr. Labib-Wood stated that there was nothing specific to report.

DIRECTOR'S REPORT:

Mr. Labib-Wood reported that the Human Relations staff is great. Mr. Labib-Wood stated that the following dues CSPCA/County/Codes have been paid. The budget for the conference is currently being worked on. Mr. Labib-Wood found Education Management Solutions job descriptions with input from employees. Meetings were held with supervisors and they are working on a preliminary draft. Mr. Labib-Wood will contact BethAnn Arko to obtain information, and hopes to have more concrete information by the end of November. Mr. Labib-Wood asked for clarification on the job study: is it classification and compensation? Mr. Hampton explained that it was just classification. Ms. Evilsizer agreed and reported that compensation will come after new classifications. Mr. LeMay stated that there was a long delay and now they are making up ground.

ITEMS FROM THE FLOOR:

None

ITEMS FROM THE COMMISSION:

Ms. Minoux requested follow-up information from last month's meeting regarding the Workability Paraeducator instead of Paraprofessional. Mr. Labib-Wood stated that William Meni spoke with BethAnn Arko and she informed him that the industry is moving away from the classification Instructional Assistant. Mr. LeMay commented that the term Paraprofessional is broad, and too generic for a job description. Mr. LeMay is open to hearing discussion. The job description passed with no issues, but he has issue with the title terminology. Ms. Minoux mentioned that the terminology that CSEA is observing is "paraeducator" rather than "paraprofessional, a term that would be more consistent with the overall scope of duties for instructional assistants, particularly in the education industry.

CLOSED SESSION:

Yes.

THE NEXT P.C. MEETING:

The next regular Personnel Commission meeting will be on Tuesday, December 8, 2015, at 3:30 p.m., in the ASC Boardroom.

ADJOURNMENT:

The meeting was adjourned at 4:05 p.m.