

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

Adopted Minutes of the  
Personnel Commission Meeting on  
August 12, 2014

MEMBERS      Glen Hampton  
PRESENT:      Don Le May  
                  John Land

STAFF            BethAnn Arko, Director  
PRESENT:        Bill Meni

OTHERS  
PRESENT:      Marie Hovel

CALL TO ORDER:

The meeting was called to order at 4:30 p.m. followed by the Pledge of Allegiance.

APPROVAL OF THE UNADOPTED MINUTES OF THE MEETING ON June 24, 2014:

Mr. Le May moved to approve the minutes and Mr. Land seconded the motion. The motion was unanimously approved.

ADVANCE STEP PLACEMENT:

Mr. Land moved to approve and Mr. Le May seconded the motion for the following advance step placements:

- Diane Dubt – School Support Secretary I, Step 3
- Khaled Keriz – Instructional Assistant – Behavior Intervention, Step 3
- Erika Klentschy – School Support Secretary I, Step 3
- Ariana Martinez - Instructional Assistant – Behavior Intervention, Step 2
- Kelly Radach – Library Media Technician II, Step 2
- Marjana Radovanovic - Instructional Assistant – Behavior Intervention, Step 3
- Andrea Schalker – School Support Secretary I, Step 2

The motions were unanimously approved.

ELIGIBILITY LISTS:

Mr. Land moved to approve the Eligibility Lists as submitted and Mr. Le May seconded motion. The motion was unanimously approved.

FOR CERTIFICATION:

0008-14	Community Liaison Aide	Open
0009-14	Instructional Assistant-Behavioral Intervention	Continuous

FOR RATIFICATION:

0001-14	Instructional Assistant-Behavioral Intervention	Continuous
0002-14	School Age Child Care Activity Assistant	Continuous
0003-14	District Interpreter/Translator	Open
0004-14	Lead Special Education Instructional Assistant	Open/Promotional
0005-14	School Site Data Coordinator	Open
0006-14	Special Education Assistant IV SH/PH	Continuous
0007-14	Instructional Assistant I – After School Program	Continuous

RECRUITMENT REPORT:

Mr. Meni reported that recruitments have been very busy for the past month. The District's Blueprint Plan has created additional support staffing levels as well as new classifications. One classification was noted, Community Liaison Aide, where eight new full-time positions became available and that all positions have been offered and accepted by applicants prior to school starting. Additional support staff is being recruited for maintenance positions as well. Mr. Meni reported that the pilot program reaching out to the graduating Senior Class of 2014 has resulted in 3 applicants being hired as Instructional Assistants and additional applicants from recently graduated seniors have begun to increase.

BOARD REGISTER:

Information only

CSEA UPDATE:

Ms. Hovel reported that several representatives from the local CSEA attended the CSEA conference in Sacramento. Reported that the conference had many amazing discussions and that the attendees walked away saying that they had a great experience.

DISTRICT UPDATE:

None to report

DIRECTOR'S REPORT:

Ms. Arko reiterated how busy the department has been with the recruitments and new hires being processed. Today she attended the annual "New Hire Orientation" for all classified and certificated staff members that have been hired in the past year. This event allows the newly hired staff to hear from the Superintendent regarding the Mission, Vision and Values of the District. EMS has been awarded the classification study contract. The contract is anticipated to be approved at the School Board meeting in August. A steering committee will be formed for oversight of the study.

ITEMS FROM THE FLOOR:

None to report.

ITEMS FROM THE COMMISSION:

Mr. Le May and Mr. Hampton expressed pleasure in seeing Mr. Land being able to physically participate in the meeting this evening.

CLOSED SESSION:

No closed session occurred.

THE NEXT P.C. MEETING:

The next regular Personnel Commission meeting will be on September 9, 2014, at 4:30p.m in the Board Room.

ADJOURNMENT:

The meeting was adjourned at 4:50 p.m.