

**AGENDA**  
Vista Unified School District  
Personnel Commission Meeting  
Wednesday, March 4, 2020

**PLACE:** Vista Unified School District, Board Room, 1234 Arcadia Avenue, Vista, CA 92084

**TIME:** 3:30 p.m.

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| 1. | Call to Order/Pledge of Allegiance  | ACTION      |
| 2. | Approval of the Unadopted Minutes of the Regular Meeting on February 4, 2020  | ACTION      |
| 3. | Discussion Item: Personnel Commission Rules 17.2.1 and 17.2.2 – Initial Salary Placement and Evaluation of Step Placement | INFORMATION |
| 4. | Advanced Step Placements  | ACTION      |
| 5. | Eligibility Lists   | ACTION      |
| 6. | Classification Study: First Reading of Classification Descriptions  | INFORMATION |

**Instructional Support Job Family**

Campus Assistant I  
Campus Assistant II  
Senior Health Services Technician

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|----|--|--------|
| 7. | Classification Study: Second Reading/Approval of Classification Descriptions | ACTION |
|----|--|--------|

**Instructional Support Job Family**

Attendance Technician  
Attendance/Records Assistant (Attendance/Records Technician)  
Career Center Technician (College and Career Center Technician)  
Data and Assessment Technician  
District Interpreter/Translator  
Health Attendance Technician  
Instructional Assistant-Behavioral Intervention  
School Age Child Care Manager (Before and After School Program Manager)  
Special Education Assistant IV-SH/PH

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|-----|---------------------------------------|-------------|
| 8.  | Presentation: Basics of the Brown Act | INFORMATION |
| 9.  | Recruitment Report                    | INFORMATION |
| 10. | Board Register                        | INFORMATION |

In compliance with the Americans with Disabilities Act, if you need special assistance, disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meetings of the District's Personnel Commission, please contact Classified Human Resources at (760) 726-2170 ext. 92213. Notification 72 hours prior to the meeting will enable the Personnel Commission to make reasonable arrangements to ensure accommodation and accessibility to this meeting. Upon request, the Personnel Commission shall also make available this agenda and all other public records associated with this meeting in appropriate alternative formats for persons with a disability.

In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the Personnel Commission in advance of their meetings may be viewed at the Personnel Commission Office located at 1234 Arcadia Avenue, Vista, California 92084. In addition, if you would like a copy of any record related to an item on the agenda, please contact Alaina Reede, Director, Classified Human Resources, at 760-726-2170, ext. 92213 or e-mail: [alainareede@vistausd.org](mailto:alainareede@vistausd.org)

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|---|-------------|
| 11. CSEA Report   | INFORMATION |
| 12. District Report   | INFORMATION |
| 13. Director's Report   | INFORMATION |
| 14. Items from the Floor  | INFORMATION |
| 15. Items from the Commission   | INFORMATION |
| 16. Next Regular Meeting – Tuesday, April 14, 2020 at 3:30 pm at the District Office Board Room | INFORMATION |