

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

Unadopted Minutes of the
Personnel Commission Meeting on
February 9, 2021

MEMBERS Teri Minoux
PRESENT: Luisa Stafford
Christine Bullard

STAFF Corey Nabonne
PRESENT: William Meni
Irene Young

OTHERS PRESENT: Marie Hovel, Mary Ermis, Cheree McKean

CALL TO ORDER:

The meeting was called to order at 3:35 p.m. followed by the Pledge of Allegiance.

APPROVAL OF THE UNADOPTED MINUTES OF THE REGULAR MEETING ON DECEMBER 8, 2020:

*M/S Ms. Stafford / Ms. Bullard moved to approve the minutes as presented.
The motion was unanimously approved.

ADVANCED STEP PLACEMENT:

*M/S Ms. Bullard / Ms. Stafford moved to approve the Advanced Step Placements:

<u>Employee Name</u>	<u>Empl ID</u>	<u>Classification</u>	<u>Dept/Site</u>	<u>Recommended Step</u>
Davis, Melsadies	606-360	Instructional Assistant II – LH/CH/RSP	VMMS	3
Haddad, George	634-608	Instructional Assistant II – LH/CH/RSP	RBVHS	2
Troxell, Shelby	638-859	Athletic Trainer	MVHS	3

The motion was unanimously approved.

ELIGIBILITY LISTS:

*M/S Ms. Bullard / Ms. Stafford moved to approve the following Eligibility Lists:

FOR CERTIFICATION: None.

FOR RATIFICATION:

0072-20	Noon Duty Assistant	Continuous
0073-20	Instructional Assistant II – LH/CH/RSP	Continuous
0074-20	Instructional Assistant Behavioral Intervention	Continuous
0075-20	Special Education Assistant IV - SH/PH	Continuous
0076-20	Noon Duty Assistant	Continuous
0077-20	Campus Assistant II	Continuous

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

0078-20	Bus Driver	Continuous
0079-20	Instructional Assistant II – LH/CH/RSP	Continuous
0080-20	Instructional Assistant Behavioral Intervention	Continuous
0081-20	Instructional Assistant I – After School Program	Continuous
0082-20	Noon Duty Assistant	Continuous
0083-20	Staff Secretary II	Open
0084-20	Noon Duty Assistant	Continuous
0085-20	Instructional Assistant II – LH/CH/RSP	Continuous
0086-20	Instructional Assistant Behavioral Intervention	Continuous
0087-20	Instructional Assistant I – After School Program	Continuous
0088-20	Special Education Assistant IV - SH/PH	Continuous
0089-20	Senior Payroll Technician	Open
0090-20	Noon Duty Assistant	Continuous
0091-20	Campus Assistant II	Continuous

The motion was unanimously approved.

RECRUITMENT REPORT:

Mr. Meni reported that the Limited Term positions that we were approved for in September will be expiring soon. So, we are recruiting for Grounds/Maintenance Workers and Custodians and we have reached out to the Limited Term employees to invite them to apply for permanent positions. We just finished School Bus Driver trainings. We had five participants of which three passed and will be training to get their commercial licenses. We are still recruiting for Noon Duty Assistants and Campus Assistants. These are tough positions to recruit for.

BOARD REGISTER:

Informational only. Ms. Minoux noticed that there were some returning employees and questioned why they were at Step I. Mr. Meni pointed out that they may not have passed probation, so they were starting at Step I. They are given the opportunity to request advanced step placement if they qualify.

DISTRICT REPORT:

Ms. Cheree McKean introduced herself as the newest member. She was a Principal at Empresa Elementary but is now a Principal on Special Assignment at the District. Her job is to visit sites and meet with Principals and make sure that they are following COVID protocols. She checks for compliance with CDPH guidelines for things like safety signs and temperature checks.

DIRECTOR'S REPORT

Mr. Nabonne reported that we are actively dealing with COVID. He has visited sites to meet people and to make sure that the sites are following safety guidelines. He has daily staff meeting for any COVID updates. Mr Nabonne stated that we are streamlining services in HR and offering some new things. He will be meeting with secretaries once a month and that is broken down by elementary, middle, and high, since their needs may differ. We have also created a shared Classified HR email to service the district better. We are also cross training the HR staff so all can assist in the various situations. We are sending Ms. Bullard, Ms. Stafford, Bryanna Evans, and Shirley Indegno to the Merit Academy, starting in March. We have been doing a Leave of Absence audit so we are up-to-date on who is expected back to work and when. Mr. Nabonne thanked everyone for welcoming him to Vista Unified.

CSEA REPORT:

Ms. Hovel stated that they have been holding ZOOM meetings for CSEA members and we have had a good amount of members attending. There will be a CSEA negotiations meeting with the district on Friday, 2/19/21.

Ms. Ermis brought up the fact that the District has raised the bottom ranges to go above the minimum wage, but without increasing all the ranges, it devalues the work of all Classified employees and she is concerned about morale. The minimum wage is expected to go up again in January and it is not good for the district to have Classified employees making less the minimum wage after paying dues.

Ms. Minoux quoted Ed Code 45268 that basically states that when you change the salary schedule for one group, the other groups need to stay in alignment. The same percentages need to be raised between ranges. It was requested that it be put on the agenda for the March meeting.

Mr. Nabonne said that the Assistant Superintendent is looking into this situation and finding out how other Merit districts are dealing with the percentage of increase on their salary schedule.

Mr. Meni pointed out that the District sets salaries. CSEA places employees into the salary schedule where they belong.

Ms. Mnox asked if we could have a workshop to look at the numbers and see how it would look to increase salaries. Mr. Nabonne said he can create a document with the current salary and share the information that is being reviewed by the Assistant Superintendent. Ms. Bullard just wanted to remind everyone that the Commission doesn't negotiate with CSEA, but would just like the additional information on the salary increase.

ITEMS FROM THE COMMISSION:

Ms. Bullard said she used to work for Oceanside Unified School District and knew there is a lot of work at the District Office. Ms. McKean agreed, and pointed out that it is a different kind of work from a school site but that she enjoyed being here.

ITEMS FROM THE FLOOR:

Ms. Ermis brought up the fact that FFCRA (the federally-funded leave) has expired. She was concerned that people will run out of their leaves since they have to use their own leave time if their exposure was outside of work. This may lead to people not reporting their illness. She pointed out the need for a paid leave for COVID.

THE NEXT P.C. MEETING:

The next regular Personnel Commission Meeting is scheduled for Tuesday, March 9, 2021, at 3:30 p.m. and will be a teleconference meeting on Zoom.

ADJOURNMENT:

The meeting was adjourned at 4:29 p.m.