Floyd Binns Room  
875 E. Cochran Street  
Simi Valley, CA 93065  
June 14, 2017  
6:00 P.M.  
Meeting # 822

Personnel Commission Members  
Kathleen Hobiger, Chairperson  
Lori Rhoades, Vice Chairperson  
Sherida Simmons, Member  

Staff Members  
Matt Spencer, Director, Classified Personnel Services  
Karen Burnside, Senior Administrative Assistant, Confidential  

The meeting was called to order at 6:00 P.M. by Kathleen Hobiger, Chairperson.

The flag salute was led by Ms. Hobiger.

On a motion by Ms. Simmons, seconded by Ms. Rhoades and carried, the Personnel Commission approved the agenda, as amended. Vote of 3-0 as follows: Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None; Absent-None.

On a motion by Ms. Rhoades, seconded by Ms. Simmons and carried, the Personnel Commission approved the consent agenda, as presented. Vote of 3-0 as follows: Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None; Absent-None.

On a motion by Ms. Simmons, seconded by Ms. Rhoades and carried, the Personnel Commission approved the Minutes of the Regular Meeting of May 10 2017, as presented, and approved the Minutes of the Special Meeting of May 17, 2017, as presented. Vote of 3-0 as follows: Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None; Absent-None.

The Commission thanked Dr. Spencer for his service to the Personnel Commission and the District and wished him well in his retirement. The Commission also welcomed guest Sophia Crocker to the meeting.

There were no public comments.

There were no public hearings.

Dr. Spencer reported that (1) He received the Ventura County Office of Education approval of the adopted Personnel Commission budget for the year 2017-2018. A copy of the approved budget was forwarded to the Superintendent. (2) Plans for summer school are essentially complete. Kudos to Karen Burnside, Shira Yerushalmi, and Lisa Lopez for their work in the staffing of the classified positions needed for this year’s summer school. (3) The District has entered into an agreement to purchase a new building to serve as our district offices. The property, located at 101 W. Cochran Street, is approximately twice the size of our existing district office, and the property will consolidate most of the district’s operations under one roof. It is anticipated that the move will take place in November, 2017.
On a motion by Ms. Simmons, seconded by Ms. Rhoades and carried, the Personnel Commission approved extending the Paraeducator-Spanish eligibility list from July 23, 2017 to October 23, 2017.

On a motion by Ms. Simmons, seconded by Ms. Rhoades and carried, the Personnel Commission approved the job description for a new classification of Paraeducator, Deaf or Hard of Hearing.

Dr. Spencer reported on the status of the 2016-2017 Commission Budget.

On a motion by Ms. Simmons, seconded by Ms. Rhoades and carried, the Personnel Commission approved the classification studies contract with Educational Management Solutions (EMS). Vote of 3-0 as follows: Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None; Absent-None.


The Personnel Commission returned to Open Session at 6:31 P.M. During closed session, the Commission authorized the issuance of a contract agreement to Sophia Crocker as the Director, Classified Personnel Services for the Simi Valley Unified School District.

Future Commission meeting dates were announced. By consensus, the Personnel Commission canceled the regular meeting scheduled for July 12, 2017.

Job opportunities were announced for Construction Manager/Project Coordinator.

There were no items for consideration at a future meeting.

On a motion by Ms. Simmons, seconded by Ms. Rhoades and carried, the Personnel Commission adjourned the meeting at 6:33 P.M., by a vote of 3-0 as follows: Aye-Hobiger, Rhoades, Simmons; No-None; Abstained-None; Absent-None.