

**FULLERTON SCHOOL DISTRICT
Personnel Commission Meeting
1401 W. Valencia Drive, Fullerton, CA**

Minutes of the Regular Meeting of August 26, 2024

CALL TO ORDER, PLEDGE OF ALLEGIANCE

Mr. Tommy Reminiskey, Chairperson, called the meeting to order at 4:30 p.m. Mr. Deines led the pledge of allegiance.

PERSONNEL COMMISSIONERS

Mr. Tommy Reminiskey, Chairperson
Dr. Alexis Norman, Vice-Chairperson
Ms. Sarah Kelman, Member

STAFF PRESENT

Paul Deines, Director, Human Resources
Edna Gastelo, Administrative Secretary

APPROVAL OF THE MINUTES FOR THE REGULAR MEETING OF JULY 22, 2024 - REPORT 2

The Personnel Commission reviewed the minutes.

A motion to approve the minutes was made by Ms. Kelman, seconded by Dr. Norman; the motion passed unanimously.

APPROVAL OF THE CLASSIFIED PERSONNEL REPORT – REPORT 3

The Personnel Commission reviewed the Classified Personnel Report.

A motion for approval was made by Ms. Kelman, seconded by Dr. Norman; the motion passed unanimously.

APPROVAL/RATIFICATION OF RECRUITMENTS – REPORT 4

The Personnel Commission reviewed the recruitment bulletin.

A motion for approval was made by Ms. Kelman, seconded by Dr. Norman; the motion passed unanimously.

RATIFICATION/CERTIFICATION OF ELIGIBILITY LISTS – REPORT 5

The Personnel Commission reviewed the Director’s Certification of Eligibility Lists.

A motion for approval was made by Ms. Kelman, seconded by Dr. Norman; the motion passed unanimously.

PUBLIC COMMENTS

No public comments were made.

DIRECTOR’S REPORT:

Mr. Deines welcomed the Classified staff back to school. He thanked the Classified HR staff for their continued support and effort.

CONSIDER APPROVAL OF THE NEW NUTRITION WELLNESS COORDINATOR JOB DESCRIPTION - REPORT 8

The Board of Trustees, through the Executive Cabinet, has approved the duties for a Nutrition Wellness Coordinator. Staff collaborated with the Nutrition Services leadership to outline these responsibilities at the Executive Cabinet's request. A grant from Saint Jude Medical Center has been secured to support wellness initiatives, and a Wellness Committee has been established to oversee this funding. As part of this focus, staff leadership is considering creating a classified manager position to guide the program and ensure proper allocation of funds.

A motion for approval was made by Ms. Kelman, seconded by Dr. Norman; the motion passed unanimously.

CONSIDER APPROVAL OF THE NEW BUS DRIVER II JOB DESCRIPTION - REPORT 9

The Board of Trustees, through the Executive Cabinet, has approved specialized duties for an advanced Bus Driver position to support Transportation. Staff collaborated with the Transportation Services leadership and CSEA to outline the responsibilities at the Executive Cabinet's request. The District is addressing recruitment challenges for bus drivers by exploring the creation of Bus Driver II positions, which would handle advanced routes such as relief assignments, mountain driving, and routes for the new Performance Sports Academy. This new position, funded by the Academy, will allow drivers to apply for longer shifts, expanding from six to eight hours. Staff has also worked with CSEA to define the qualifications and salary placement, ensuring competitive alignment in the job market. The Bus Driver II role would involve more complex driving assignments to meet the District's needs.

A motion for approval was made by Ms. Kelman, seconded by Dr. Norman; the motion passed unanimously.

ACTIVE RECRUITMENT LIST - REPORT 10

The Personnel Commission reviewed the active recruitment list.

No action was taken on this information item.

ADMINISTRATION AND POLICY - REPORT 11

The Personnel Commission reviewed the current budget printout.

No action was taken on this information item.

OTHER BUSINESS

No other business was discussed.

ADJOURNMENT OF REGULAR MEETING

The regular meeting was adjourned to closed session at 4:38 p.m.

RECESS TO CLOSED SESSION

No reportable action was taken during the closed session; closed session was adjourned at 4:50 p.m.

Minutes accepted by Tommy Reminiskey, Chairperson

Recorded by: Edna Gastelo