

**Poway Unified School District
PERSONNEL COMMISSION**

District Office – Remote via Zoom

**MINUTES
May 24, 2021**

1. CALL TO ORDER

a. Call to Order

Personnel Commissioner David Little convened the meeting of the Personnel Commission at 4:54 p.m., Monday, May 24, 2021, which was held remote via Zoom.

b. Members in Attendance

David Little, Chair	<input checked="" type="checkbox"/>	present	<input type="checkbox"/>	absent
Margaret Wyatt, Vice Chair	<input checked="" type="checkbox"/>	present	<input type="checkbox"/>	absent
Hans Sison	<input type="checkbox"/>	present	<input checked="" type="checkbox"/>	absent

c. Welcome to the Public

d. Approval of Agenda

On a motion by Commissioner Little, and a second by Commissioner Wyatt, the May 24, 2021 Personnel Commission meeting agenda was approved as presented.

Vote: Ayes – Wyatt and Little, Absent – Sison

2. PUBLIC COMMENTS

There were no comments.

3. REPORTS

a. Commissioners

No items to report.

b. Director

Director Lyche provided an update on the status of the annual Classification Review cycle along with information about options relating to an external salary study.

c. Staff

No items to report.

**Poway Unified School District
PERSONNEL COMMISSION**

District Office – Remote via Zoom

**MINUTES
May 24, 2021**

d. District

James Jimenez, Associate Superintendent of Personnel Support Services, gave an update on the bell schedules that will need to be adjusted as a result California Senate Bill 328. He also provided an update on the status of Digital Schools, a software program that the District invested to assist with position control, and time and attendance. He also discussed the Expanded Learning Opportunity Grants provided by the state of California that will be funding a one-time 2021 summer school program for elementary and middle school students.

e. Employee Association

Courtney Davis, President of PSEA, shared PSEA’s perspective on the classification review cycle, especially as it relates to an external salary study.

4. CONSENT AGENDA

On a motion by Commissioner Little, and a second by Commissioner Wyatt, the Consent Agenda was approved as presented.

Roll Call Vote: Ayes – Wyatt and Little
Absent – Sison

a. Position Status Report

b. Operating Budget Report

c. Minutes of the April 26, 2021, previous Personnel Commission regular meeting.

d. Ratification of Eligibility Lists (PC 50.100.1(A))

5. INFORMATION AND ACTION ITEMS

a. New Classification – Lead Occupational Therapist

It was moved (Little), seconded (Wyatt), and carried (2-0) to approve the New Classification – Lead Occupational Therapist.

Roll Call Vote: Ayes – Wyatt and Little
Absent – Sison

b. Revised Classification – Student Services Specialist

It was moved (Little), seconded (Wyatt), and carried (2-0) to approve the Revised Classification – Student Services Specialist.

Roll Call Vote: Ayes – Wyatt and Little
Absent – Sison

**Poway Unified School District
PERSONNEL COMMISSION**

District Office – Remote via Zoom

**MINUTES
May 24, 2021**

c. Proposed 2021-2022 Personnel Commission Budget

It was moved (Little), seconded (Wyatt), and carried (2-0) to approve the Proposed 2021-2022 Personnel Commission Budget.

Roll Call Vote: Ayes – Wyatt and Little
Absent – Sison

6. FUTURE MEETINGS

Next regular Personnel Commission Meeting in the District Office (4:45 p.m.)

- Monday, June 28, 2021
- Monday, July 26, 2021
- Monday, August 30, 2021

7. ADJOURNMENT

The meeting adjourned at 5:29 p.m.