

PERSONNEL COMMISSION
Manhattan Beach Unified School District
325 S. Peck Avenue
Manhattan Beach, CA 90266
Notice of Public Meeting
August 9, 2011
8:30 a.m.
Student Services Conference Room
2nd Floor - District Office

AGENDA

I. WRITTEN AND ORAL COMMUNICATION

A. Commissioners

1. Approval of Minutes – June 27, 2011
2. Approval of Eligibility Lists
 - a. Food Service Assistant I
 - b. Health Care Specialist
 - c. IA Special Education - Intensive Behavioral Instruction
 - d. IA Special Education

B. Administration

C. Employees

D. Citizens

II. ADJOURNMENT

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY

Any individual with a disability who requires accommodation to participate in a Personnel Commission meeting may request assistance by contacting Kathy Hall, Director of Human Resources, 325 S. Peck Ave. Manhattan Beach, CA, 90266.
Phone (310) 318-7345, x 5915, OR Fax (310) 303-3824.

Manhattan Beach Unified School District
PERSONNEL COMMISSION MINUTES

June 27, 2011

Attendees:

Commissioners: Vida Holguin and Charles Southey

District Staff: Kathy Hall, Director of Human Resources; Gina Germani, Human Resources Technician – Classified; and Donna Hilgendorf, Administrative Secretary and Recorder.

CSEA Representatives: Rod Jorgensen and Tre'Shawn Hall

Ms. Holguin called the meeting to order at 8:30 a.m.

I. WRITTEN AND ORAL COMMUNICATION

A. Commissioners:

1. Approval of Minutes:

Mr. Southey made a motion to approve the minutes of the May 6, 2011, Personnel Commission meeting, seconded by Ms. Holguin.

The minutes of the May 6, 2011, Personnel Commission meeting were approved 2:0.

2. Approval of Eligibility List:

Systems Technician

Currently, there are three (3) Systems Technicians in the MTIS Department and an additional technician is needed. A limited-term position is open now with the possibility of becoming a full-time position. Ms. Holguin made a motion to approve the Eligibility List for Systems Technician, seconded by Mr. Southey.

The Eligibility List for Systems Technician was approved 2:0.

B. Administration:

Ms. Hall advised that the employees retiring in 2011 were recognized by the Board of Trustees at the June 15, 2011, meeting. Ms. Hall also advised of the elementary school and middle school principal transfers/opening. Dr. Steve Romines is retiring in August, 2011. Dr. Romines will remain as a consultant for the BB project. Human Resources has advertised and will conduct interviews for a new Assistant Superintendent of Administrative Services.

C. Employees: No

D. Citizens: None present

II. ADJOURNMENT

Ms. Holguin adjourned the meeting at 8:35 a.m.

**Manhattan Beach Unified School District
Personnel Commission**

**Eligibility List
FOOD SERVICE ASSISTANT I
Test Date 07/25/11**

No.	First	Last	Written	Prom/Vet	Overall	Status
OPEN						
1st (tie)	Hector	Aguirre				8/9/2012
1st (tie)	Prenice	Fuller				8/9/2012
2nd (tie)	Africa	Joseph				8/9/2012
2nd (tie)	Zayra	Shields				8/9/2012
2nd (tie)	Stephanie	Trammer				8/9/2012
3rd (tie)	Jean	Santana				8/9/2012
3rd (tie)	Sharon	Shambaugh				8/9/2012
4th (tie)	Mary	Hammond				8/30/2011
4th (tie)	Erika	May				8/9/2012
5th (tie)	Nicholas	Giovati				8/9/2012
5th (tie)	Soon	Han				8/9/2012
5th (tie)	David	Hemmah				8/30/2011
5th (tie)	Benny	Hernandez				8/9/2012
5th (tie)	Cesiah	White				8/9/2012
6th (tie)	Stephanie	Davis				8/30/2011
6th (tie)	Roderick	Hobson				8/30/2011
6th (tie)	Wendy	Miller				8/9/2012
6th (tie)	Ery	Susilaningtyae				8/30/2011
7th (tie)	Barbara	Grippe				8/9/2012
7th (tie)	Elaine	Mangrum				8/30/2011

Scoring:

Written: 100%

App/Resume:

Oral:

Type of Exam:

Open

Open & Promotional

Promotional

Date of Certification: 08/09/11

Expiration Date: See status date

Approved:

**Manhattan Beach Unified School District
Personnel Commission**

**Eligibility List
Health Care Specialist
Written Exam 07/25/11 Oral Exam 08/02/11**

No.	First	Last	Written	Written @ 40%	Oral	Oral @ 60%	Prom/Vet	Overall	Status
				OPEN					
1st	Stephanie	Wiltz							8/9/2012
2nd	Andrea	Heard							8/9/2012
3rd	Christel	Hall							8/9/2012
4th	Girasol	Hernandez							3/4/2012
5th (tie)	Mychalai	Boyd							8/9/2012
5th (tie)	Marcia	Long							8/9/2012
6th	Trinichia	Jordan							8/9/2012
7th	Jazeel	Stewart							8/9/2012
8th	Lilian	Cruz-Morales							8/9/2012
9th	Mysheva	Murphy							8/9/2012

Scoring:

Written: 40%
Oral: 60%

Type of Exam:

() Open
(X) Open & Promotional
() Promotional

Date of Certification: 08/09/2011

Expiration Date: 08/09/2012

Approved _____

**Manhattan Beach Unified School District
Personnel Commission**

**Eligibility List
IA SPECIAL EDUCATION - INTENSIVE BEHAVIORAL INSTRUCTION
Written Exam 06/02/11 Oral Exam 06/24/11**

No.	First	Last	Written Written	@ 30%	Oral	Oral @ 60%	App	App @ 10%	Prom/ Vet	Overall	Status
OPEN											
1st	Kimberly	Robertson									10/8/2011
2nd	Katie	Wathen									8/9/2012
3rd	Miriam	Garcia									3/28/2012
4th	Ria	Roberto									8/9/2012
5th	Justin	Braxton									8/9/2012

Scoring:

Written: 30%
Oral: 60%
App: 10%

Type of Exam:

() Open
(X) Open and Promotional
() Promotional

Date of Certification: 08/09/2011

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Approved:

**Manhattan Beach Unified School District
Personnel Commission**

**Eligibility List
Instructional Assistant - Special Education
Test Date: Ongoing**

No.	First	Last	Written	Written @ 75%	App	App @ 25%	Prom/ Vet	Overall	Status
1st	Saira	Hirji							8/9/2012
2nd	Tamera	Jimenez							8/9/2012
3rd	Christel	Hall							8/9/2012
4th	Debbie	Imsland							8/9/2012
5th	Cristina	Valenzuela							8/9/2012
6th	Brittany	Hixenbaugh							12/17/2011
7th (tie)	Dawn	Chacon							8/9/2012
7th (tie)	Melody	Platt							8/9/2012
8th	Andrew	Dimenstein							8/9/2012
9th	Nicole	Meyer							8/9/2012
10th	Kanise	Mobley							8/9/2012
11th (tie)	Sara	Hinkle							8/9/2012
11th (tie)	Andrea	Heard							8/9/2012
11th (tie)	Edie	Hogan							8/9/2012
12th	Candace	Pastore							8/9/2012
13th	Karen	Jacobelly							8/9/2012
14th (tie)	Thomas	Balsz							12/17/2011
14th (tie)	Tatiana	Sarasty							5/6/2012
15th	Jasmin	Hussain							8/9/2012
16th	Sandra	Delgado							8/9/2012
17th	Avan	Manabat							8/9/2012
18th (tie)	Laurie	Giery							8/9/2012
18th (tie)	Joseph	Gumina							12/17/2011
19th (tie)	Jason	Simmons							12/17/2011
19th (tie)	Eric	Ackerman							8/9/2012
19th (tie)	Denis	Sviricic							8/9/2012
20th	Krista	Ziebarth							8/9/2012
21st	Alicia	Pacheco							12/17/2011
22nd	Maria	Martenson							5/6/2012
23rd (tie)	Ashley	Harris							8/9/2012
23rd (tie)	Michelle	Gonzales							8/9/2012
24th	Colby	Bland							8/9/2012
25th	Rhonda	Glaude							12/17/2011
26th	Edward	Chuntz							12/17/2011
27th	Eden	Mederos							12/17/2011
28th	Sebastian	Di Carlo							8/9/2012
29th	Angelica	Lomeli-Chuntz							12/17/2011
30th	Ameena	Wasi							5/6/2012

31st	Skye	Thompson							5/6/2012
32nd	Emily	Aguilar							8/9/2012
33rd	Jared	Gordon							8/9/2012

Scoring:

Written: 75%

App/Resume: 25%

Type of Exam:

Open

Open & Promotional

Promotional

Date of Certification: 08/09/2011

Expiration Date: See status date

Approved _____