

**PERSONNEL COMMISSION  
Manhattan Beach Unified School District  
325 S. Peck Avenue  
Manhattan Beach, CA 90266**

Notice of Public Meeting  
June 5, 2018  
9:15 a.m.  
1<sup>st</sup> Floor Conference Room  
District Office

## **AGENDA**

### **I. CALL TO ORDER**

- A. Approval of Minutes
  - 1. May 1, 2018

### **II. WRITTEN AND ORAL COMMUNICATION**

- A. Commissioners
- B. Administration
- C. Employees
- D. Citizens

### **III. ACTION ITEMS**

- A. Approval of eligibility lists:
  - EDP/Preschool Teacher IA
  - Sign Language
  - IA Special Education-IBI
  - Interpreter

### **IV. MEETING SCHEDULE**

- A. Next regularly scheduled meeting Tuesday, July10, 2018, 9:15 a.m. at the District Office, 1<sup>st</sup> Floor Conference Room.

### **V. 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, Dr. Brian Lucas, Assistant Superintendent of Human Resources, 325 S. Peck Ave. Manhattan Beach, CA 90266, Phone (310) 318-7345, Ext. 5915 OR Fax (310) 303-3824

**Manhattan Beach Unified School District**  
**PERSONNEL COMMISSION MINUTES**

May 1, 2018

The meeting was called to order at 9:19 a.m.

Attendees:

Commissioners: Charles Southey and Cyndi Strand

District Staff: Brian Lucas, (Ass't. Sup't., Human Resources), Anna Frankel (Human Resources Technicina) and Maria Villalobos (Human Resources Technician).

CSEA Representatives:

**I. CALL TO ORDER**

- A. Approval of Minutes –April 10, 2018 – Mr. Southey motioned to approved, seconded by Ms. Strand and unanimously approved by the Commissioners.

**II. WRITTEN AND ORAL COMMUNICATION**

- A. Commissioners: None
- B. Administration: None
- C. Employees: None
- D. Citizens: None

**III. ACTION ITEMS**

- A. Adopt Personnel Commission Budget  
Mr. Southey motioned to approve, seconded by Ms. Strand and unanimously approved by the Commissioners.
- B. Approval of eligibility lists:
  - Health Office Assistant**– Mr. Southey motioned to approve, seconded by Ms. Strand and unanimously approved by the Commissioners.
  - Instructional Assistant**- Mr. Southey motioned to approve, seconded by Ms. Strand and unanimously approved by the Commissioners.
  - Health Assistant**- Mr. Southey motioned to approve, seconded by Ms. Strand and unanimously approved by the Commissioners.

#### **IV. MEETING SCHEDULE**

Next regular meeting is scheduled for Tuesday, June 5, 2018, 9:15 a.m.

**V. ADJOURNMENT**-The meeting was adjourned at 9:31 a.m.

**Manhattan Beach Unified School District  
Personnel Commission**

**Eligibility List  
EDP/PRESCHOOL TEACHER**

No.	First	Last	Oral	Oral @ 90%	App	App @ 10%	Prom/Vet	Overall	Status
<b>PROMOTIONAL</b>									
<b>OPEN</b>									
1	Vanessa	Sandoval							
2	Giovany	Torres							
3	Cheyly	Jaimes							
4	Michele	Rodriguez							

**Scoring:**  
Oral: 90%  
App: 10%

**Type of Exam:**  
 Open  
 Open & Promotional  
 Promotional

**Date of Certification:**  
**Expiration Date:**

**6/5/2018**  
**6/1/2019**

**Manhattan Beach Unified School District  
Personnel Commission**

**Eligibility List  
Instructional Assistant - Sign Language  
Written Exam 5/18/18 Oral Exam 5/30/18 & 5/31/18**

No.	First	Written	Written @ 40%	Oral	Oral @ 40%	App	App @ 20%	Prom/Vet	Overall	Expires
<b>OPEN</b>										
1	Arisara Aromdee									
2	Mahagony Villaluz									
3	Melissa Marquez									
4	Patricia Izzo									
5	Christina Webb									
6	Connie Porter									
7	Rahcel Friedman									
8	Diana Tupua									
9	Mechele Rose									

**Scoring: Type of Exam:**

Written: 0.40 ( ) OPEN  
 Oral: 0.40 (x) OPEN AND PROMOTIONAL  
 App: 0.20 ( ) PROMOTIONAL

**Certification Date:** 6/5/2018  
**Expiration Date:** 6/1/2019

**Manhattan Beach Unified School District  
Personnel Commission**

**Eligibility List  
IA SPECIAL EDUCATION - INTENSIVE BEHAVIORAL INSTRUCTION  
Exam 6/1/18**

No.	First	Last	Written	Written @ 40%	Oral	Oral @ 40%	App	App @ 20%	Prom/Vet	Overall	Expires
<b>PROMOTIONAL</b>											
<b>OPEN</b>											
1	Melissa	Marquez									
2	Jessica	Young									
3	Regina	Lewis									

**Scoring: Type of Exam:**

Written: 0.40 ( ) OPEN  
 Oral: 0.40 (x) OPEN AND PROMOTIONAL  
 App: 0.20 ( ) PROMOTIONAL

**Certification Date:** 6/5/2018  
**Expiration Date:** 6/1/2018

**Manhattan Beach Unified School District  
Personnel Commission**

**Eligibility List  
Interpreter  
Oral Exam 5/30/18 & 5/31/18**

No.	First	Last	Oral	Oral @ 80%	App	App @ 20%	Prom/Vet	Overall	Expires
OPEN									
1	Eduardo	Huante							
2	Cyndy	Parral							
3	John	Keierleber							
4	Dan	O'Farell							
5	Jolie	Johnson							

**Scoring: Type of Exam:**

Oral:                   80% ( ) OPEN  
 App:                   20% ( ) OPEN AND PROMOTIONAL  
                               (X ) PROMOTIONAL

**Certification Date:** 6/5/2018  
**Expiration Date:** 6/1/2019