

**PERSONNEL COMMISSION
REGULAR MEETING #556
JANUARY 21, 2026, 10:00 A.M.
APPROVED MINUTES**

I. CALL TO ORDER

The meeting was called to order by President Denise Coleman at 10:00 a.m.

II. ROLL CALL

MEMBERS PRESENT	STAFF PRESENT
Denise Coleman, President	Marisa Perry
Tomara Hall, Vice President	Yasmeen Husain
Rod Adams, Member	Alice Serraoon
	Kathy Jalaan

OTHERS PRESENT	
Angela Ballou	Jessica Simpson
Tanya Calabretta	Ngoc-Diep Tang
Angela Chao	Aries Yumul

III. ORGANIZATION OF THE COMMISSION FOR THE 2026 TERM

Ms. Denise Coleman will preside as President of the Commission for the 2026 term, with Ms. Tomara Hall as Vice President.

IV. APPROVAL OF AGENDA

MOTION #556-1: The Commission approved Agenda #556, January 21, 2026, moved by Mr. Rod Adams, and seconded by Ms. Denise Coleman.

MOTION #556-1: carried unanimously.

V. APPROVAL OF MINUTES

MOTION #556-2: The Commission approved the Minutes for the Regular Personnel Commission Meeting #555, December 10, 2025, moved by Mr. Rod Adams, and seconded by Ms. Denise Coleman.

MOTION #556-2: carried unanimously.

VI. HEARING OF PERSONS DESIRING TO ADDRESS THE COMMISSION OR TO PRESENT PETITIONS

None

VII. NEW BUSINESS

A. Approval of Eliminating Classification Specifications

MOTION #556-3: The Commission approved eliminating the classification specifications listed below, moved by Ms. Denise Coleman, and seconded by Mr. Rod Adams.

MOTION #556-3: carried unanimously.

CLASSIFICATIONS	
Accountant, Senior	Instructional Materials Technician
Associate Teacher - Early Learning Center	Job Development Coordinator
Associate Teacher - Educare	Job Training Specialist
Associate Teacher - Infant/Toddler	LPC Administrative Specialist
Associate Teacher, Infant/Toddler - Educare	Maintenance Custodian
Associate Teacher, Infant/Toddler - Early Learning Center	Maintenance Mechanic
Communications/Staff Liaison	Maintenance Person - Lead
Computer Operator	Mental Health School Wellness Specialist I
Computer Operator - Senior	Mental Health School Wellness Specialist II
Conference Center Coordinator	Occupational Therapist I-Early Learning Intervention (ACS)
Digital Media Operations Specialist	Occupational Therapist II-Early Learning Intervention (ACS)
Educare Family Engagement Specialist	Paraeducator-Program Support
Education Associate - Behavioral Assistant	Preschool Site Coordinator - Early Learning Services
Education Program Coordinator, Vocational Services	Print Production/Staff Liaison
Eligibility Enrollment Specialist	School Site Technology Support Specialist
Employment Support Specialist	SELPA Data Specialist
Family Support Specialist	Special Education Specialist
Fiscal Technician	Special Needs Attendant
Food Service Assistant/Delivery Driver	Student Assessment Technician, Senior
Foster Youth Services Liaison	Teacher Assistant - Educare
Grant Writer/Research Analyst, Senior	Teacher Assistant II-Restricted
Head Start Compliance Monitor - Restricted	Warehouse Person, Lead
Homeless Youth Specialist	Web Master, Lead

B. Approval of Classification Specification Revision and Retitling

MOTION #556-4: The Commission approved revising the classification specification and retitling the classification Manager – Early Learning Initiatives to Director I – Education Initiatives and Policies, moved by Mr. Rod Adams, and seconded by Ms. Denise Coleman.

MOTION #556-4: carried unanimously.

C. Approval of Classification Specification Revision

MOTION #556-5: The Commission approved revising the classification specification for Home Visiting Specialist – Early Head Start – Restricted, moved by Mr. Rod Adams, and seconded by Ms. Tomara Hall.

MOTION #556-5: carried unanimously.

D. Approval of Classification Specification Revision

MOTION #556-6: The Commission approved revising the classification for School Climate Specialist, moved by Mr. Rod Adams, and seconded by Ms. Tomara Hall.

MOTION #556-6: carried unanimously.

E. Approval/Ratification of Establishing and/or Extending Eligibility Lists

MOTION #556-7: The Commission approved and/or ratified the Eligibility Lists listed within Personnel Commission Agenda #556, Mr. Rod Adams, and seconded by Ms. Tomara Hall.

MOTION #556-7: carried unanimously.

F. Monthly Vacancy Status Report – January 21, 2026

Director Perry reported on the Monthly Vacancy Status and positions filled. The Commission accepted the report as delivered.

VIII. SECRETARY'S REPORT

Director Perry reported the following:

- The team currently has a vacancy for a Classified Personnel Specialist. This position is responsible for bilingual/biliterate testing, and recruitment to fill the vacancy will begin soon.
- The team will be updating the Classified Seniority List for release in February.

IX. FUTURE MEETINGS OR DISCUSSION ITEMS

The next Personnel Commission regular meeting is scheduled for Wednesday, February 11, 2026, at 10:00 a.m.

X. ADJOURNMENT

The meeting adjourned at 10:20 a.m.

Respectfully submitted,



Marisa Perry
Ex-Officio Secretary, Personnel Commission