

PERSONNEL COMMISSION

MINUTES

April 18, 2012

9:00 AM, Room 508

1. OPENING PROVISIONS

A. CALL TO ORDER AND ROLL CALL

Members Present: Mary Beall, Commissioner  
Miriam Rothman, Commissioner  
Bert Seal, Commissioner

Present: Dave Liss, Mike Reese, Susan Dixon, Elva Uribe, Sue Wybraniec

Secretary: Michele Fort-Merrill

Recording Secretary: Maritess Pantaleon

B. APPROVAL OF AGENDA

*MSC (Beall/Seal) to approve the agenda as presented.*

2. APPROVAL OF MINUTES

1. Regular Meeting – March 21, 2012

*MSC (Seal/Beall) to approve the minutes as presented.*

3. RATIFICATION OF ACTIONS BY DIRECTOR

- A. None

4. CLASSIFICATION/SALARY RECOMMENDATION

A. Classification of New Positions

1. Speech Language Pathology Assistant (Range 52, NCCSE) – Susan Dixon  
The San Marcos Unified School District, one of the NCCSE member districts, has identified a need for an additional staff member to assist in providing speech and language communication instruction. The duties the incumbent will perform are consistent with the duties contained in the existing classification of Speech Language Pathology Assistant. The recommendation is to classify one new position at NCCSE as Speech Language Pathology Assistant, Range 52.

*MSC (Beall/Seal) to approve the recommendation as presented.*

B. Reclassifications/Reallocations

1. None

C. Job Descriptions

1. None

## 5. POSITION ANNOUNCEMENTS

<u>TITLE</u>	<u>TYPE</u>
Speech Language Pathology Assistant	OPEN

The above listed position announcements were presented for information only.

## 6. ELIGIBILITY LISTS

<u>TITLE</u>	<u>TYPE</u>	<u># Eligible</u>	<u>EXPIRES</u>
Foster Youth Services/Homeless Educational Liaison I	OPEN	9	10/4/2012
Special Education Aide	OPEN	11	9/19/2012

*MSC (Seal/Beall) to approve the eligibility list as presented.*

## 7. INFORMATION ITEMS

- Personnel Actions
  1. A report of personnel actions for March 2012 was presented for information.
- Presentations
  1. None

## 9. COMMUNICATIONS

- Monarch School Project and Principal, Joel Garcia, was featured on The Ellen Show on April 6, 2012. "Skype in the Classroom Program" generously donated \$50,000 to the Monarch School Project. The mission of the Monarch School is to educate students impacted by homelessness and to help them develop hope for a future with the necessary skills and experiences for personal success.

## 10. DIRECTORS REPORT

- Mr. Fort-Merrill reported that five upper management employees will retire on or before June 30<sup>th</sup> and there were two Assistant Superintendent promotions for Student Services and Programs and the Learning Resources and Educational Technology Divisions.
- As an update to the Personnel Commission, Ms. Fort-Merrill shared that we are anticipating the Administrative Judge's decision on the Teacher Layoff Hearing held on April 13<sup>th</sup>. In addition, there will be no planned classified layoff notices in JCCS.
- Lastly, Ms. Fort-Merrill reported that the SDCOE was awarded a grant in the amount of \$47 million over the next five years from the First 5 Commission in support of the Preschool for All Initiative.

## 11. OTHER ACTIONS

1. Public Hearing – Adoption of 2012-13 Personnel Commission Budget  
Ms. Rothman opened the hearing at 9:30 AM. The Commission reviewed the proposed 2012-13 budget. No comments from the public were presented. Ms. Rothman closed the hearing at 9:31 AM.

*MSC (Beall/Seal) to approve the 2012-13 budget as presented.*

**12. DATE OF NEXT MEETING**

A. Regular Meeting – May 9, 2012, 9:00 AM, Room 307

**13. ADJOURNMENT**

Meeting adjourned at 9:32 A.M.

Approved: Personnel Commission

By: Miriam Rothman Date: 5-9-12