

MEETING OF THE PERSONNEL COMMISSION

Wednesday, June 14, 2017

Call to Order/Roll Call – 4:30 P.M.

**AGENDA**

- |       |  |                   |
|-------|--|-------------------|
| I.    | <u>OPENING</u> - Chairperson Wilkerson   | OPEN MEETING      |
|       | A. Call to Order   |                   |
|       | B. Roll Call   |                   |
|       | C. Introductions   |                   |
|       | D. Statement on Public Comments: The Personnel Commission welcomes comments/<br>input from the audience on items on the agenda as they are being discussed.  |                   |
| II.   | OPEN SESSION - Chairperson Wilkerson   | ACTION            |
|       | A. Approval of Agenda  |                   |
| III.  | Approval of Minutes of May 10, 2017  | ACTION            |
| IV.   | Communications - Chairperson Wilkerson   | INFORMATION       |
|       | A. Personnel Reports to the Board of Education   |                   |
| V.    | Eligibility Lists – Chairperson Wilkerson  | ACTION            |
|       | A. Behavior Specialist   |                   |
|       | B. Accounting Technician Payroll   |                   |
|       | C. Budget Analyst  |                   |
|       | D. Accounting Technician   |                   |
| VI.   | Continuing Business  |                   |
|       | A. Employment Status Report - (This report includes a list of<br>positions to be filled and identifies long-term substitutes<br>working longer than 30 days.)  | INFORMATION       |
|       | B. Business Services Manager Job Description   | DISCUSSION/ACTION |
|       | C. Personnel Commission Rules & Regulations  | DISCUSSION/ACTION |
|       | D. Retirement Reception  | DISCUSSION        |
| VII.  | Public Comments (Note: The Public Comments section provides an opportunity for the public to address the<br>Personnel Commission on items not listed on the agenda. The Commission welcomes your comments under this<br>section, but is prohibited by State law from discussing items not listed on the agenda. Your item will be taken under<br>consideration and referred to staff.) |                   |
| VIII. | Representative of CSEA Comments  |                   |
| IX.   | Assistant Superintendent HR Comments   |                   |
| X.    | Director of HR Comments  |                   |
| XI.   | Commissioners' Comments  |                   |
| XII.  | Future Agenda Items:   |                   |
| XIII. | Next Meeting: Wednesday, July 12, 2017   | ACTION            |

#### XIV. Adjournment

ACTION

In compliance with the Americans with Disabilities Act, *if you need special assistance to participate in this meeting, please contact the Personnel Office at 537-3000, X 1222. Seventy-two hours notification preceding the meeting will enable the Personnel Office to make reasonable arrangements to ensure accessibility to this meeting.*

*Castro Valley Unified School District is committed to providing equal opportunity for all individuals in education. District programs, activities, and practices shall be free from discrimination based on race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. Violations of this policy should be reported immediately to the site administrator(s) at District Schools. Inquiries regarding the non-discrimination policies: Director of Student Services, 4400 Alma Avenue, Castro Valley CA 94546, 510-537-3000 x 1257*