



SAN LORENZO UNIFIED SCHOOL DISTRICT
Personnel Commission

**Minutes for the Regular Meeting of
July 11, 2018**

- CALL TO ORDER Commissioner Kingdon called the meeting to order at 4:30 p.m.
- FLAG SALUTE Commissioner Kingdon led the flag salute.
- ROLL CALL Commissioners Kingdon and Souza were present.
- APPROVE AGENDA A motion to approve the amended July 11, 2018 Meeting Agenda was made by Commissioner Kingdon and seconded by Commissioner Souza. Item 9. a - Request to Approve the Following Job Description: Human Resources Analyst – Classified (Attachment A) was removed.
- Comments: Cindy Ornellas, CSEA, and Belen Magers, Assistant Superintendent of Human Resources, commented.
- Ayes: Kingdon, Souza
- PUBLIC COMMENT Ms. Ornellas stated that CSEA did not have an opportunity to negotiate the job description for Human Resources Analyst – Classified. Ms. Magers stated that the job description for Human Resources Analyst – Classified should be negotiated. She provided an email to the Commission from an attorney, Joshua Stevens.
- APPROVE MINUTES A motion to approve the June 13, 2018 Personnel Commission Meeting Minutes was made by Commissioner Souza and seconded by Commissioner Kingdon.
- Comments: None
- Ayes: Kingdon, Souza
- APPROVE ELIGIBILITY LISTS A motion to approve the following eligibility lists was made by Commissioner Souza and seconded by Commissioner Kingdon.
- Absence Control Specialist (Open)
 - Attendance Technician (Promotional)
 - Attendance Technician (Open)
 - Construction Manager (Open)
 - Head Custodian (Promotional)
 - Paraeducator PH/SH (Promotional)
 - Paraeducator PH/SH (Open)
 - Paraeducator Special Education (Open)
- Comments: Doug Marr, SEIU, commented
- Ayes: Kingdon, Souza

INFORMATION ITEMS	<p>The following recruitment announcements were provided for information only:</p> <ul style="list-style-type: none"> • Attendance Technician • Paraeducator • Paraeducator Autistic II • Paraeducator PH/SH • Paraeducator Special Education • School Community Liaison <p>Comments: None</p>
CONFERENCE ITEM	<p>This item was removed from the agenda. No discussion or action was taken.</p>
COMMISSIONER'S REPORT	<p>Commissioner Souza commented on the Human Resources Analyst – Classified. Commissioner Kingdon had nothing to report.</p>
DIRECTOR'S REPORT	<p>Director Perez provided a report of the 2017/18 fiscal year Personnel Commission budget. He pointed out that the Personnel Commission Office stayed within budget and the remaining funds would be returned to the general fund. Director Perez also reminded the Commission and Public that the Fall Conference is available for registration and the Annual SPCA Conference will be held in Anaheim in February of 2019.</p> <p>Comments: None</p>
PUBLIC COMMENT	<p>Ms. Ornellas invited the Commission to attend the CSEA Annual Conference taking place the last week of July.</p>
ADJOURNMENT	<p>Commissioner Kingdon adjourned the meeting at 5:10 p.m.</p>
NEXT REGULAR MEETING	<p>The next regular Personnel Commission Meeting will be held on Wednesday, August 8, 2018 in the San Lorenzo District Office Board Room.</p>