

MEETING OF THE PERSONNEL COMMISSION

Wednesday, September 14, 2016

Call to Order/Roll Call – 4:30 P.M.

AGENDA

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| I. | <u>OPENING</u> - Chairperson Wilkerson
A. Call to Order
B. Roll Call
C. Introductions
D. Statement on Public Comments: The Personnel Commission welcomes comments/
input from the audience on items on the agenda as they are being discussed. | OPEN MEETING |
| II. | OPEN SESSION - Chairperson Wilkerson
A. Approval of Agenda | ACTION |
| III. | Approval of Minutes of August 10, 2016 | ACTION |
| IV. | Communications - Chairperson Wilkerson
A. Personnel Reports to the Board of Education | INFORMATION |
| V. | Eligibility Lists – Chairperson Wilkerson
A. Director of Nutrition Services
B. Instructional Assistant SH/LH
C. Instructional Assistant
D. Scheduling Technician
E. Office Assistant
F. Custodial Lead | ACTION |
| VI. | New Business
A. 2015/2016 Personnel Commission Annual Report
B. Director of HR Recruitment | DISCUSSION/ACTION
DISCUSSION |
| VII. | Continuing Business
A. Employment Status Report - (This report includes a list of
positions to be filled and identifies long-term substitutes
working longer than 30 days.)
B. Personnel Commission Rules & Regulations
C. Job Classification Study Update | INFORMATION
DISCUSSION/ACTION
DISCUSSION |
| VIII. | Public Comments (Note: The Public Comments section provides an opportunity for the public to address the Personnel Commission on items not listed on the agenda. The Commission welcomes your comments under this section, but is prohibited by State law from discussing items not listed on the agenda. Your item will be taken under consideration and referred to staff.) | |
| IX. | Representative of CSEA Comments | |
| X. | Assistant Superintendent HR Comments | |
| XI. | Director of HR Comments | |
| XII. | Commissioners' Comments | |

XIII. Future Agenda Items:

XIV. Next Meeting: Wednesday, October 12, 2016

ACTION

XV. 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.