

MERIT SYSTEM and the EDUCATION CODE

The first Merit System law in the nation for school districts was passed by the California legislature in 1936 and made a part of the California Education Code.

Today, as in 1936, the Merit System provides protection through the Education Code against politically or personally motivated employment, promotion, discipline or dismissal actions.

MERIT SYSTEM PRINCIPLES

Employment and promotion on the basis of merit as shown by competitive examination

Fair and equitable treatment in all personnel matters

Equal pay for work of equal value

High standards of integrity and conduct and concern for the public interest

Efficient and effective use of the work force

Improved performance through effective education and training

Protection of employees from arbitrary action, personal favoritism or political coercion

MAJOR FUNCTIONS of the COMMISSION

Formulating rules and regulations to ensure efficiency of the classified service and merit system implementation

Recommending salary schedules

Establishing rules for the recruitment and examination of candidates

Maintaining an effective classification system

Investigating and hearing disciplinary appeals

Personnel Commission Meetings

Personnel Commission meetings are held once a month, generally on the second Tuesday of the month. Agendas for Commission meetings are posted outside the District's building, sent to each work location and placed on the District's website. The agenda includes the exact time, date and place of the meeting. Minutes of the meetings are placed on the District's website. Employees and members of the public are cordially invited to attend Commission meetings.



Personnel Commission

2009-2010 Annual Report

The Commissioners

Mrs. Pam Brady, Chair

Mr. Shane McLoud, Vice Chair

Mrs. Suzie Kim, Member

*Wilbert Young, Ph.D
Director, Classified Personnel*

***Vision:** Augment Santa Monica-Malibu Unified School District's Reputation as the Employer of Choice*

**A
N
N
U
A
L

R
E
P
O
R
T**

Recruitment & Examination Activities

Activity	2008-09	2009-10
Recruitments	132	60
Applications Received	3764 (94% Online)	2494 (94% Online)
Examinations Developed	16	16
Job Interest Cards Submitted	--	1387
Examinations Administered	206	112
Written	154	89
Oral	36	16
Performance	13	7
T&E	3	0
Eligibility List	99	71
PR Vacancy Reports	12	12
Advanced Step Requests	19	21
Transfer Bulletins	45	47
Professional Expert Requests	---	41

Employment Activities

Activity	2008-09	2009-10
New/Promotional Job Offers	155	95
New Substitute Job Offers	231	189
Daily Substitute Assignments	464	335
Winter/Spring/Summer Requests	758	791

Ancillary Activities

Activity	2008-09	2009-10
Personnel Commission Agendas	14	14
Rater Request Responded To	71	107
Rater Panel Participation	--	19
Career Advancement Workshop	1	6
Merit Rules/Chapters Reviewed	2	10
Employee Performance Evaluations	--	352

Classification Activities

Activity	2008-09	2009-10
Classifications Developed	4	9
Classifications Revised	11	13
Classifications Studies	---	1
Reclassification Studies	0	3
Working Out of Class Requests	18	46