

SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
District Office Board Room
1651 Sixteenth Street, Santa Monica CA 90404

AGENDA

REGULAR MEETING
June 10, 2008 @ 5:00 p.m.
District Office Board Room

Electronically Recorded

PERSONNEL COMMISSIONERS: Mrs. Celia Carroll, Mrs. Pam Brady, and Mr. Shane McLoud

I. General Functions:

A. Call to Order:

B. Roll Call:

C. Pledge of Allegiance:

D. Motion to Approve Agenda:

Motion by: _____
Seconded by: _____
Vote: _____

E. Motion to Approve Minutes: May 6, 2008; May 13, 2008

Motion by: _____
Seconded by: _____
Vote: _____

F. Public Comments: Public Comments is the time when members of the audience may address the Personnel Commission on items scheduled and also not scheduled on the meeting's agenda. All speakers are limited to three (3) minutes. When there is a large number of speakers, the Personnel Commission may reduce the allotted time to two (2) minutes per speaker. The Brown Act (Government Code) states that Personnel Commission members may not engage in discussion of issues raised during "Public Comments" except to ask clarifying questions, make a brief announcement, make a brief report on his or her own activities, or to refer the matter to staff.

1. Request to Speak on Agenda Items
2. Request to Speak on Non-agenda Items

G. Communications: The Communications section provides an opportunity for the Personnel Commission to hear from the individuals or representatives listed below. All reports are limited to 5 minutes or less.

1. SEIU Report
2. Board of Education Report

II. Report from the Director of Classified Personnel: This is an opportunity for the Director of Classified Personnel to present informational items of interest to the members of the Personnel Commission, which are not action items on the agenda.

A. Fiscal Year 2008–2009 Personnel Commission Budget Approval

B. Classified School Employees Week Update

- Reception to Honor District’s Classified Employees - May 21, 2008

C. On-line Applications Process by July 1, 2008

III. Consent List:

A. Approve Classified Personnel – Merit Report - No. A. 16

1. May 15, 2008
2. June 5, 2008

B. Approve Classified Personnel – Non-Merit Report – No. A. 17

1. May 15, 2008
2. June 5, 2008

C. Approve Classified Personnel Eligibility List(s):

<u>Classification</u>	<u># Eligibles</u>
Children Center Assistant	86

Motion by: _____
Seconded by: _____
Vote: _____

<u>List Extension</u>	
Director of Information Services	9

Motion by: _____
Seconded by: _____
Vote: _____

IV. Discussion/Action Items/or Other Information:

A. Action Item(s):

1. The Director of Classified Personnel recommends that the Personnel Commission approve the *District-Wide Classification and Compensation Study for the Classified Service* – Final Report by Ewing Consulting Services. *See attached* – Tabled from May 13, 2008.

Director's Recommendation: *Approve*

Motion by: _____
Seconded by: _____
Vote: _____

The Director of Classified Personnel recommends that the Personnel Commission approve the formal distribution of the salary recommendations in the *District-Wide Classification and Compensation Study for the Classified Service* – Final Report by Ewing Consulting Services to the Board of Education pursuant to Personnel Commission Rule §12.1.4. (A) and SEIU Contract Article 2.3. (attachments) - Tabled from May 13, 2008.

Director's Recommendation: *Approve*

Motion by: _____
Seconded by: _____
Vote: _____

2. Classification Specification Revisions – Special Education - Tabled from May 13, 2008.
Director's Recommendation: *Approve*

Motion by: _____
Seconded by: _____
Vote: _____

3. Classification Study – Sr. Office Specialists (Santa Monica High School)
Director's Recommendation: *Approve*

Motion by: _____
Seconded by: _____
Vote: _____

B. Discussion Item(s):

1. Examinations
2. Personnel Requisition Status Report
3. Personnel Commission's Twelve-Month Calendar of Events

V. Personnel Commission Business:

A. Personnel Commissioner Comments

B. Future Items:

1. Merit Rules Revisions
2. Geographical and Weekend Testing
3. Working Out of Class Summary
4. Annual Report of Activities

VI. Closed Session:

- Public Employee, to consider appointment, employment, performance evaluation, or dismissal of employee pursuant to GC §54957 as cited in the Brown Act (1 case).
- Closed session with legal counsel concerning anticipated litigation pursuant to GC §54956.9 as cited in the Brown Act (1 case).

Motion by: _____

Seconded by: _____

Vote: _____

TIME ADJOURNED TO CLOSED SESSION: _____

TIME RETURNED TO OPEN SESSION AT: _____

VII. Next Regular Personnel Commission Meeting:

Tuesday, July 8, 2008, at 5:00 pm - *District Office Board Room*

VIII. Adjournment:

There being no further business to come before the Personnel Commission, it is recommended that the meeting be adjourned.

Motion by: _____
Seconded by: _____
Vote: _____

TIME ADJOURNED: _____

Submitted by:

Wilbert Young, Ph.D.
Secretary to the Personnel Commission
Director, Classified Personnel

If you wish to receive a full copy of the Personnel Commission Agenda Packet, please contact the Personnel Commission Office at (310) 450-8338, ext. 279.