

PERSONNEL COMMISSION
SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
Regular Meeting: Tuesday, October 9, 2012
UPDATE TO THE AGENDA

I. General Functions:

II. Report from the Director of Classified Personnel:

III. Consent List:

IV. Action/Discussion Items/or Other Information:

C. Information Item(s):

3. Scheduling Disciplinary Hearings

- Ref. Number: 7003 1680 0002 6368 3401 (half day)
- Ref. Number: 7003 1680 0002 6368 3517 (full day)

ADD: AI NO: IV.A.3. Scheduling Disciplinary Hearings – September 11, 2012

E-mail Correspondence: Possible Hearing Dates

V. Personnel Commission Business:

VI. Closed Session:

VII. Next Regular Personnel Commission Meeting:

VIII. Adjournment:

PERSONNEL COMMISSION
SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT
Regular Meeting: Tuesday, September 11, 2012

AGENDA ITEM NO: IV.A.3.

SUBJECT: Scheduling Disciplinary Hearings – Ref. Number 7003 1680 0002 6368 3401 (Half Day) and Ref. Number 7003 1680 0002 6368 3517 (Full Day)

BACKGROUND INFORMATION:

Since we are having extreme difficulty coordinating schedules for the disciplinary hearings for Ref. Number 7003 1680 0002 6368 3401 and Ref. Number 7003 1680 0002 6368 3517, pursuant to the Personnel Commission Rule 14.2.2.A., at the regular Personnel Commission meeting on September 11, 2012, the Personnel Commission will determine the date and time these hearings will be held in November 2012.

Personnel Commission Rule 14.2.2.A. *Procedure for Hearing:*

After an employee has made and filed an appeal in answer to the charges against him/her, the Commission shall investigate, or cause to be investigated, the matter on appeal and may require further evidence from either party. The Commission may, and upon request of the appellant, shall order a hearing. ***If a hearing is so ordered, the Commission shall fix the time and place of the hearing.*** The hearing shall be held within a reasonable length of time from the receipt of the appeal and the Director of Classified Personnel shall provide written notification to all parties.

DIRECTOR'S RECOMMENDATION: . Ref. Number 7003 1680 0002 6368 3401 (Half Day)

The Director of Classified Personnel recommends that the Personnel Commission shall fix the time and place of the hearing for Ref. Number 7003 1680 0002 6368 3401 (Half Day), pursuant to Personnel Commission Rule 14.2.2.A. *Procedure for Hearing*

Motion by: _____
Second by: _____
Vote: _____

DIRECTOR'S RECOMMENDATION: . Ref. Number 7003 1680 0002 6368 3517 (Full Day)

The Director of Classified Personnel recommends that the Personnel Commission shall fix the time and place of the hearing for Ref. Number 7003 1680 0002 6368 3517 (Full Day), pursuant to Personnel Commission Rule 14.2.2.A. *Procedure for Hearing*

Motion by: _____
Second by: _____
Vote: _____

Hatch, Jana

From: Andersen, Lisa
Sent: Tuesday, September 25, 2012 3:29 PM
To: Elizabeth Zamora-Mejia; Hatch, Jana
Cc: Washington, Debra Moore
Subject: RE: Possible Hearing dates in November [AALRR.005332.00229]

Liz,

The Commission wanted to wait until their new commissioner was on board to schedule dates. I'm guessing they will do this at their next meeting in Oct. The dates that we gave them for Debbie's availability were: Nov. 7, 14, 20, 28, 29

Lisa

From: Elizabeth Zamora-Mejia [<mailto:EZamora-Mejia@aalrr.com>]
Sent: Monday, September 24, 2012 2:10 PM
To: Andersen, Lisa; Hatch, Jana
Cc: Washington, Debra Moore
Subject: RE: Possible Hearing dates in November [AALRR.005332.00229]

Dear Debbie, Lisa and Janna,

With respect to our ongoing attempts to schedule appeal hearings before the Personnel Commission, I am available on the following dates:

Full days
November 20, 28, 29

Half days
Nov 2 and November 30.

How soon will we know if these dates also work for the union?

Best regards,

Elizabeth Zamora-Mejia
Partner | Atkinson, Andelson, Loya, Ruud & Romo
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From: Andersen, Lisa [<mailto:landersen@smmusd.org>]
Sent: Monday, September 10, 2012 2:43 PM
To: Hatch, Jana
Cc: Elizabeth Zamora-Mejia; Washington, Debra Moore
Subject: Possible Hearing dates in November

Hatch, Jana

From: Michael Haberberger <michaelh@seiu99.org>
Sent: Wednesday, October 03, 2012 3:09 PM
To: Cartee-McNeely, Keryl; Hatch, Jana
Cc: Young, Wilbert
Subject: RE: Request for Hearing Dates - November 2012

Good catch. Meant to hit 7 not 6

Sent from my Motorola ATRIX™ 4G on AT&T

-----Original message-----

From: "Cartee-McNeely, Keryl" <kcartee@smmusd.org>
To: Michael Haberberger <michaelh@seiu99.org>, "Hatch, Jana" <jhatch@smmusd.org>
Cc: "Young, Wilbert" <wyoung@smmusd.org>
Sent: Wed, Oct 3, 2012 21:17:09 GMT+00:00
Subject: RE: Request for Hearing Dates - November 2012

Hello All,
Actually, I'm thinking November 6 is **not** a good day---it is election day.

Keryl Cartee-McNeely, Chief Steward
SMMUSD / SEIU Local 99

From: Michael Haberberger [michaelh@seiu99.org]
Sent: Wednesday, October 03, 2012 2:18 PM
To: Hatch, Jana
Cc: Cartee-McNeely, Keryl; Young, Wilbert
Subject: RE: Request for Hearing Dates - November 2012

Jana,

I will hold all day 10/12 and 10/19 for the McArthur and Smith meetings; for the others, best dates in November are 6, 9, 13 and 16. If any of these work, please get back to me with specific times.

Thanks.

Michael Haberberger

Project Director
SEIU Local 99
213.387.8393 X154
213.388.4707 fax

From: Hatch, Jana [mailto:jhatch@smmusd.org]
Sent: Thursday, September 27, 2012 12:20 PM
To: Michael Haberberger
Cc: Cartee-McNeely, Keryl; Young, Wilbert
Subject: Request for Hearing Dates - November 2012