

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

**AGENDA**

**SPECIAL MEETING**  
**September 2, 2008 @ 5:00 p.m.**  
**District Office Conference 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: \_\_\_\_\_

**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. Reappointment of Commissioner Pam Brady**

**III. Discussion/Action Items/or Other Information:**

**A. Action Item(s):**

1. Classification Specification Revisions – Special Education –  
Director’s Recommendation: *Approve*

- a. The Director of Classified Personnel recommends that the Personnel Commission approve the revision to the Instructional Assistant-Special Education classification specification within the Special Education Department.

Motion by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_  
Vote: \_\_\_\_\_

- b. The Director of Classified Personnel recommends that the Personnel Commission approve the revision to the Instructional Assistant-Health classification specification within the Special Education Department.

Motion by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_  
Vote: \_\_\_\_\_

- c. The Director of Classified Personnel recommends that the Personnel Commission approve the revision to the Instructional Assistant-Intensive Behavioral Intervention classification specification within the Special Education Department.

Motion by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_  
Vote: \_\_\_\_\_

**IV. Closed Session:**

- Pursuant to Government Code § 54957, Performance Review of Director, Classified Personnel

Motion by: \_\_\_\_\_  
Seconded by: \_\_\_\_\_  
Vote: \_\_\_\_\_

**TIME ADJOURNED TO CLOSED SESSION:** \_\_\_\_\_

**TIME RETURNED TO OPEN SESSION AT:** \_\_\_\_\_

V. **Next Regular Personnel Commission Meeting:**

Tuesday, September 9, 2008, at 5:00 pm - *District Office Board Room*

VI. **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.