

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

MINUTES

SPECIAL MEETING
September 12, 2013 @ 9:00 a.m.
District Office Board Conference Room
Electronically Recorded

***Guiding Principles:** Ensures the District's merit system is performed as well as possible, that it supports the mission of the School District, and it is done in a manner that is highly transparent and user friendly for all employees and the public.*

- ❖ **Instructions on Public Comments:** Persons wishing to address the Personnel Commission regarding an item scheduled for this meeting must submit the "Request to Address" card before consideration of that item. Persons wishing to address the Personnel Commission regarding an item within the Commissions subject matter jurisdiction but not scheduled on this meeting's agenda may speak during the Public Comments section by submitting the "Request to Address" card before the Commission reaches that section of the agenda.

PERSONNEL COMMISSIONERS: Mrs. Barbara Inatsugu, Mr. Joseph Pertel and Mr. Michael Sidley

Call to Order: The Special Meeting of the Personnel Commission was called to order at 9:12 a.m.

- ❖ **Public Comments for Closed Session Items ONLY:** Persons wishing to address the Personnel Commission regarding an item scheduled for closed session must submit the "Request to Address" card prior to the start of closed session.

None

Agenda Item II.A.1. Advanced Step Placement preceded the Agenda Item I. Closed Session.

Commissioner	M	S		Yes	No	Abstain	ABSENT
Barbara Inatsugu				✓			
Joseph Pertel		✓		✓			
Michael Sidley	✓			✓			

If you will require an accommodation to participate in the Commission meeting, please notify the Personnel Commission Office at least 48 hours prior to the meeting.

II. Action/Discussion Items/or Other Information:

A. Action Item(s): This item is presented for ACTION at this time.

1. Advanced Step Placement (Amended Item # III.A.1.d. from Regular Meeting on 9/10/13):
 - a. Approval of Advanced Step Placement for new employee Jaclyn Sloboda in the classification of Physical Therapist at Range: 61 Step: D (\$7,014 per month)

Commissioner	M	S	Yes	No	Abstain	ABSENT
Barbara Inatsugu			✓			
Joseph Pertel		✓	✓			
Michael Sidley	✓		✓			

I. Closed Session:

The Commission adjourned to closed session at **9:30 a.m.** pursuant to Government Code Section 54957 to discuss:

PUBLIC EMPLOYEE DISCIPLINARY HEARING CONFERENCE
Employee #: RD2623521

The Commission reconvened into open session at **12:24 p.m.** and reported on the following action taken in closed session:

NO REPORT

III. Next Regular Personnel Commission Meeting:

Tuesday, October 8, 2013, at 4:00 p.m. - *District Office Board Room*

IV. Adjournment:

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

TIME ADJOURNED: 12:25 p.m.

Submitted by:

Brandon Tietze
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. 70-279.