

NEWPORT-MESA UNIFIED SCHOOL DISTRICT
Office of the Personnel Commission
Regular Meeting of the Personnel Commission
2985-A Bear Street, Personnel Commission Testing Room, Costa Mesa, CA 92626

October 22, 2009

4:04 p.m.

MINUTES

1. OPENING CEREMONIES

Mr. Kenneth Wayman, Chairperson, called the meeting to order with a silent invocation followed by the Pledge of Allegiance to the flag.

2. ROLL CALL

Kenneth L. Wayman, Chairperson
Thomas W. Henderson, Vice-Chairperson
Katherine Infantino, Commissioner

STAFF PRESENT

Christi Winslow, Administrative Assistant/Confidential – Personnel Commission
Andrea D. Rohrer, Personnel Analyst
Carol Carter, Human Resources Technician

STAFF ABSENT

John R. Caldecott, Secretary to the Commission

VISITORS PRESENT

Elizabeth I. Novack, Ph.D., Assistant Superintendent, Human Resources

3. ADOPTION OF AGENDA

Ms. Infantino moved to adopt the agenda for October 22, 2009 as amended. Item 8. Approval of Modification and Title Change of the Chemical Application Specialist Job Classification to Integrated Pest Management Specialist was moved ahead of Item 6. Mr. Henderson seconded the motion and it carried.

4. APPROVAL OF MINUTES

Mr. Henderson moved to approve the minutes of the regular meeting of September 10, 2009 as presented. Ms. Infantino seconded the motion and it carried.

5. PUBLIC PRESENTATIONS TO THE PERSONNEL COMMISSION

There were no presentations to the Personnel Commission.

6. RATIFICATION OF VACANCY ANNOUNCEMENTS

Mr. Henderson moved to ratify the following vacancy announcements as submitted.
Ms. Infantino seconded the motion and it carried.

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|----|---------------------------------------|-------|
| a. | Nutrition Services Assistant II | 13-10 |
| b. | Lead Grounds Maintenance Worker | 14-10 |
| c. | Health Assistant | 15-10 |
| d. | Integrated Pest Management Specialist | 16-10 |
| e. | Vehicle and Equipment Mechanic | 17-10 |

7. CERTIFICATION OF NEW ELIGIBILITY LISTS

Mr. Henderson moved to approve the certification of the following eligibility lists as submitted.
Ms. Infantino seconded the motion and it carried.

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|----|-----------------------------------------------------|-------|
| a. | Lead Technology Support Technician | 14-10 |
| b. | Teacher Assistant Bilingual | 15-10 |
| c. | Assistant Director of Information Technology | 16-10 |
| d. | Instructional Assistant / Applied Behavior Analysis | 17-10 |
| e. | Instructional Assistant / Extended Day Programs | 18-10 |
| f. | Vehicle and Equipment Mechanic | 19-10 |
| g. | Executive Assistant Confidential | 20-10 |
| h. | Nutrition Services Assistant II | 21-10 |
| i. | Instructional Assistant / Special Education | 22-10 |

8. APPROVAL OF MODIFICATION AND TITLE CHANGE OF THE CHEMICAL APPLICATION SPECIALIST JOB CLASSIFICATION TO INTEGRATED PEST MANAGEMENT SPECIALIST

Ms. Infantino moved to approve the modification and title change for the position of Chemical Application Specialist to Integrated Pest Management Specialist with no change in salary.
Mr. Henderson seconded the motion and it carried.

9. PERSONNEL DIRECTOR

In the absence of the Personnel Director, Andrea Rohrer, Personnel Analyst gave a brief overview of the upcoming events which included Staff Development Day and the Super Star Awards that were to be presented at the October 27th Board of Education Meeting.

10. PUBLIC HEARING - JOINT APPOINTEE TO THE PERSONNEL COMMISSION

In accordance with 45246(f), the Personnel Commission is providing the public, employees, and employee organizations the opportunity to express their views. There were no presentations to the Personnel Commission regarding the joint appointee to the Personnel Commission.

11. ANNOUNCEMENT OF INTENDED JOINT APPOINTEE TO THE PERSONNEL COMMISSION

Ms. Infantino moved to approve Mr. Thomas Henderson as the Joint Appointee to the Personnel Commission with Mr. Wayman seconding the motion. Mr. Henderson abstained from participating in the motion.

12. CLOSED SESSION - None

13. NEXT MEETING DATE: December 10, 2009 at 3:00 p.m. ADJOURNMENT 4:14 P.M.