

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

April 16, 2009 5:30 p.m.

AGENDA

The meeting will be called to order by the presiding Chairperson at _____ p.m.

1. OPENING CEREMONIES

The meeting will open 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	_____
John R. Caldecott, Secretary to the Commission	_____

3. ADOPTION OF AGENDA

Recommendation is made that the agenda for April 16, 2009 be adopted as submitted.

Motion by _____, Seconded by _____ Vote _____ DISCUSSION/ACTION

4. APPROVAL OF MINUTES

Recommendation is made that the minutes of the regular meeting of March 12, 2009 be adopted as submitted.

Motion by _____, Seconded by _____ Vote _____ DISCUSSION/ACTION

5. PUBLIC PRESENTATIONS TO THE PERSONNEL COMMISSION

This is an opportunity for employees and the public to address the Commission. The Commission hears the comments and, by Commission policy and in compliance with the Ralph M. Brown Act, is not permitted to respond to items not on the agenda. If appropriate, the personnel director or a member of his staff may follow up with the concerns expressed, or schedule the item for a future meeting of the Personnel Commission for discussion and/or action. When addressing the Commission, please state your name and address for the record.

6. RATIFICATION OF VACANCY ANNOUNCEMENTS

Recommendation is made that the following vacancy announcements be ratified.

- | | |
|--|-------|
| a. Campus Security Personnel – Female | 34-09 |
| b. Instructional Assistant / Applied Behavior Analysis | 35-09 |
| c. Occupational Therapist | 36-09 |

Motion by _____, Seconded by _____ Vote _____ DISCUSSION/ACTION

7. CERTIFICATION OF NEW ELIGIBILITY LISTS

Recommendation is made that the following eligibility lists be certified.

- | | | |
|----|---|-------|
| a. | Instructional Assistant / Special Education | 52-09 |
| b. | Instructional Assistant / Extended Day Programs | 53-09 |
| c. | Night Custodial Supervisor | 54-09 |
| d. | Campus Security Personnel - Female | 55-09 |
| e. | Instructional Assistant / Applied Behavior Analysis | 56-09 |

Motion by _____, Seconded by _____ Vote _____ DISCUSSION/ACTION

8. PROPOSED PERSONNEL COMMISSION BUDGET FOR FISCAL YEAR 2009-10

The proposed budget is being presented as an information item only. The public hearing for the Proposed Personnel Commission Budget will be held at the next Personnel Commission Meeting in May. This item will be available to the public at the Personnel Commission Meeting.
INFORMATION ITEM

**9. APPROVE TITLE CHANGES and CLASSIFICATION MODIFICATIONS OF:
DIRECTOR OF OUTREACH ADVOCACY PROGRAMS to DIRECTOR OF CHILD WELFARE
AND ATTENDANCE, COORDINATOR OF OUTREACH ADVOCACY II to COORDINATOR OF
SCHOOL/COMMUNITY RELATIONS AND COORDINATOR OF OUTREACH ADVOCACY III
to COORDINATOR OF COMMUNITY OUTREACH.**

It is recommended that the members of the Personnel Commission approve the proposed new titles and modifications to the job descriptions above as presented.

10. PERSONNEL DIRECTOR

Informal reports; discussion only

11. CLOSED SESSION

The following items will be discussed; no action will be taken:
Public employee performance evaluation (Government code §54957)

- I. Staff
- II. Public Employee Discipline
- III. Employer – Employee Relations

12. NEXT MEETING DATE: _____ ADJOURNMENT _____ P.M.