

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 24, 2008, 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

Katherine Infantino, Chairperson _____
Kenneth L. Wayman, Vice-Chairperson _____
Thomas W. Henderson, Commissioner _____
John R. Caldecott, Secretary to the Commission _____

3. ADOPTION OF AGENDA

Recommendation is made that the agenda for April 24, 2008 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 20, 2008 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. | Occupational Therapist | 67-08 |
| b. | Head Custodian | 68-08 |
| c. | Vehicle and Equipment Mechanic | 69-08 |
| d. | Technology Support Technician | 70-08 |
| e. | Summer School Vacancy List | 71-08 |

Motion by _____, seconded by _____ Vote _____

DISCUSSION/ACTION

7. CERTIFICATION OF NEW ELIGIBILITY LISTS

Recommendation is made that the following eligibility lists be certified.

- | | | |
|----|---|-------|
| a. | Maintenance Locksmith | 84-08 |
| b. | School Readiness Program Facilitator | 85-08 |
| c. | Instructional Assistant/Special Education | 86-08 |
| d. | Library Media Technician | 87-08 |
| e. | District Attendance Technician | 88-08 |
| f. | Bus Driver | 89-08 |
| g. | Grounds Maintenance Worker | 90-08 |

Motion by _____, seconded by _____ Vote _____

DISCUSSION/ACTION

8. PROPOSED PERSONNEL COMMISSION BUDGET FOR FISCAL YEAR 2008-09

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. PERSONNEL DIRECTOR

Informal reports; discussion only

10. CLOSED SESSION

The following items will be discussed; action to follow:
Public employee performance evaluation (Government code §54957)

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

11. NEXT MEETING DATE: _____ ADJOURNMENT _____ p.m.