

**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  
May 25, 2006  
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 May 25, 2006 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 April 27, 2006 be approved 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. | Office Assistant III            | 93-06   |
| b. | Maintenance Painter             | 94-06   |
| c. | Occupational Therapist          | 95-06   |
| d. | Custodian                       | 96-06   |
| e. | Custodian – Revised             | 96-A-06 |
|    | Unused number                   | 97-06   |
| f. | Vehicle and Equipment Mechanic  | 98-06   |
| g. | Lead Grounds Maintenance Worker | 99-06   |
| h. | Bus Monitor                     | 100-06  |

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ Vote \_\_\_\_\_ DISCUSSION/ACTION

**7. CERTIFICATION OF NEW ELIGIBILITY LISTS**

Recommendation is made that the following eligibility lists be certified.

a.	School Community Facilitator	112-06
b.	Instructional Assistant/Extended Day Program	113-06
c.	Payroll Technician	114-06
d.	Bus Driver	115-06
e.	Preschool Teacher Assistant	116-06
f.	Preschool Teacher	117-06
g.	Inst. Asst./ Special Ed.	118-06
h.	School Office Assistant/Office Assistant II	119-06
i.	School Attendance Technician	120-06
j.	Benefits Analyst	121-06
k.	Nutrition Services Assistant II	122-06
l.	Grounds Maintenance Worker	123-06

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ Vote \_\_\_\_\_

**DISCUSSION/ACTION**

**8. APPROVE PERSONNEL COMMISSION BUDGET FOR FISCAL YEAR 2006-07**

The Personnel Commission Budget for Fiscal Year 2006-07 is being presented for adoption by the Members of the Personnel Commission. A Public Hearing was held on April 27, 2006. It is recommended that the Members of the Personnel Commission adopt the Personnel Commission Budget for the fiscal year 2006-07, as presented.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ Vote \_\_\_\_\_

**DISCUSSION/ACTION**

**9. PERSONNEL DIRECTOR**

Informal reports; discussion only

**10. 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

**11. NEXT MEETING DATE:** \_\_\_\_\_

**ADJOURNMENT** \_\_\_\_\_ **p.m.**