

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

July 18, 2002

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

Susan G. Meyer, Chairperson _____
Kenneth L. Wayman, Vice Chairperson _____
Thomas W. Henderson, Commissioner _____
Bruce Crockard, Secretary to the Commission _____

3. ADOPTION OF AGENDA

Recommendation is made that the agenda for July 18, 2002 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 June 20, 2002 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. CERTIFICATION OF NEW ELIGIBILITY LISTS

Recommendation is made that the following eligibility lists be certified.

- a. Occupational Therapist 01-03

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

7. RATIFICATION OF VACANCY ANNOUNCEMENTS

Recommendation is made that the following vacancy announcements be ratified.

- a. Library Media Technician 72-02
- b. Health Assistant 73-02

New Fiscal Year

- c. Credentials Analyst 01-03
- d. Grounds Maintenance Worker 02-03
- e. Athletic Equipment Attendant – Female 03-03
- f. Campus Security Personnel 04-03
- g. Community Service Program Specialist 05-03
- h. Job Developer 06-03

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

8. PERSONNEL DIRECTOR

Informal reports; discussion only

9. CLOSED SESSION

The Commission will meet in closed session to discuss personnel matters pursuant to Government Code section 54957.1 – Public Employee Discipline/Dismissal/Release.

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

10. OPEN SESSION

The Chairperson for the Personnel Commission will report on the action taken during closed session.

11. NEXT MEETING DATE:

12. ADJOURNMENT _____ p.m.