

Personnel Commission Meeting Minutes

May 7, 2015- 4:30 pm

1. Call to Order

The meeting was called to order at 4:30pm

2. Roll Call & Establishment of Quorum

Chairperson Aoyagi, Vice-Chairperson Ortiz and Commissioner Carter were present and a quorum was established.

3. Public Comments

Becca Todd, District Library Coordinator, requested to comment on agenda item 10a, during public comments. Ms. Todd asked to use the existing, recently established Library Media Technician Elementary eligibility list, to also fill any Library Technician, Middle position because the skill set is very similar for the two positions. Ms. Todd commented that she does not anticipate having to use the list but, in the event that it would be necessary, it would only be used this upcoming year.

Paula Phillips, BCCE President, asked that

8. Consent Items

Ratification of Eligibility Lists

- a) Custodian I p. 10
- b) Custodian II p. 11
- c) School Service Assistant p. 12
- d) Executive Assistant to the Superintendent p. 13
- e) School Bus Driver p. 14
- f) Food Service Satellite Operator p. 15
- g) Program Coordinator p. 16
- h) Library Media Tech, Elementary p. 17
- i) Transportation Manager p. 18

Approved, 3-0

9. Reports

- a) Union

President Phillips, BCCE stated that the merit rule 60.100.2(F) says that the appointing power should inform employee of retention or dismissal at least two weeks prior to the completion of their probationary period. Secretary Perez stated that the District is the "appointing power." President Phillips, BCCE, reiterated the need to give such notice, since the District has not done this.

President Phillips, BCCE, stated that Secretary Perez has been carrying out duties for the District as a Skelly hearing officer, and that it does not fall in his job description.

President Phillips, BCCE, also stated that the Union has begun bargaining with the district over the Compensation study and questioned certain job duties

11. Public Comments (15 minute limit)

None.

12. Next Meeting

Chairperson Aoyagi requested to set the date for the Special Meeting for May 22nd, 2015 at 4pm, for the budget hearing and for three appeal hearings related to applications.

13. Adjournment

Meeting adjourned at 6:22pm.

Respectfully Submitted,

Randy Perez
Secretary to the Personnel Commission

Date

Approved,

Ann Aoyagi
Chairperson, Personnel Commission

Date