

- e) Proposed revision of Merit Rule 70.700.1, Advanced Step Salary Placement, *2nd Reading*
Secretary Rogosin commented that the proposed revision gives the Commission flexibility and is consistent with Educational Code.
Commissioner Ortiz made a motion to approve the proposed revision of Merit Rule 70.700.1, Vice-Chairperson Goldstein seconded the motion.
Approved, 3-0
- f) Agenda Item Request – M. Ferguson
Marie Ferguson, School Administrative Assistant II at Berkeley High, commented that she feels she has been working out of class since she arrived at the site. She said her work load is unusually heavy in regards to filling the substitute requests at Berkeley High and therefore she should be paid out of class as a Human Resources Technician. President Phillips said the original intent was to have the Human Resources Technician handle positions that weren't being filled by the School Admin Assistant II but that was not occurring. Chairperson Carter requested to see the original Compensation and Classification study report from the consultant. Commissioner Ortiz asked what substantial changes were made to the former Program Assistant class description after the study. Ms. Ferguson said the duties remained the same. Chairperson Carter requested a formal analysis from Secretary Rogosin for Ms. Ferguson's request for working out of class and to investigate her request for back pay.
- g) Request for Voluntary Demotion in accordance with Merit Rule 60.200.2 (2 requests).
Secretary Rogosin said that he created a new form for employees to fill out when they request a voluntary demotion, and to verify that the receiving Supervisor accepted the request. President Phillips said she was concerned about the Computer Technician I request because there is no current vacancy, and asked the commission not to approve this request until they know what the background information is. Secretary Rogosin commented that it is not the Commission's role to prevent someone from requesting a demotion. Chairperson Carter said the Commission has no reason to deny the request of an employee who wishes to demote.
Chairperson Carter made a motion to approve the eligibility to demote for two employees that requested it, Commissioner Ortiz seconded the motion.
Approved, 3-0

