NEWPORT-MESA UNIFIED SCHOOL DISTRICT
Office of the Personnel Commission
Regular Meeting of the Personnel Commission
2985-A Bear Street, Thomas W. Henderson Testing Room, Costa Mesa, CA 92626

June 20, 2018 – 4:00 p.m.

MINUTES

1. OPENING CEREMONIES

Ms. Kenneth Wayman, Chairperson, called the meeting to order with a silent invocation followed by the Pledge of Allegiance to the flag.

2. ROLL CALL

Commission roll call was taken and the following were present:

Kenneth Wayman, Chairperson
Tristan Aley, Vice-Chairperson
Susan G. Meyer, Commissioner
Kristen M. Clark, Secretary to the Commission

STAFF PRESENT

V-Esther Caldwell, Administrative Assistant – Confidential
Holly DeCarvalho, Associate Human Resources Analyst

VISITORS PRESENT

Pam Saunders, President, CSEA Chapter 18
Eleanor Rebard, CSEA
Brenda Garcia, CSEA

3. ADOPTION OF AGENDA

It was recommended that the Commission adopt the agenda for June 20, 2018.

Motion made by: Tristan Aley
Seconded by: Susan Meyer

Votes:

Tristan Aley	Yes
Susan Meyer	Yes
Kenneth Wayman	Yes

4. APPROVAL OF MINUTES

Susan Myer requested that item 12. Closed Session, be amended to s follows:

"Commissioner Tristian Aley recused himself from the closed session proceedings. Commissioners Kenneth Wayman and Susan Meyer adjourned to closed session at 4:27 p.m. to discuss the following item:

Public Employee Discipline/Dismissal/Release (Pursuant to Government Code 54954.5(e) and 54957)."

It was recommended that the Commission accept the amended minutes of the regular meeting of May 17, 2018.

Motion to accept amended minutes made by: Tristan Aley
Seconded by: Susan Meyer

Votes:

Tristan Aley	Yes
Susan Meyer	Yes
Kenneth Wayman	Yes

5. PUBLIC PRESENTATIONS TO THE PERSONNEL COMMISSION

NONE

6. RATIFICATION OF VACANCY ANNOUNCEMENTS

It was recommended that the following vacancy announcement(s) be ratified.

a.	Head Custodian	42-18
b.	Nutrition Services Assistant II	43-18
c.	Warehouse Supervisor	44-18
d.	Director, Transportation	45-18
e.	Job Transition Specialist	46-18
f.	Lead Behavior Analysis Interventionist	47-18
g.	Credential Specialist	50-18
h.	School Attendance Technician	51-18

Motion made by: Susan Meyer
Seconded by: Tristan Aley

Votes:

Tristan Aley	Yes
Susan Meyer	Yes
Kenneth Wayman	Yes

7. PERSONNEL DIRECTOR

Ms. Clark highlighted the following item(s):

- ACE Day was a big success, with great participation by Dr. Frederick Navarro and Board Members, as well as CSEA and Administrative staff.
- Met with Pam Saunders and NMUSD Health Assistants (with varying levels of daily hours) to inform them that their hours would be increasing in the 2018-19 school year.
- Classified staff are very busy with recruitments.
- Her scheduled vacation beginning Friday, June 22 and returning on July 5, 2018.

8. NEXT MEETING DATE: Thursday, July 19, 2018 at 4:00 p.m.

9. ADJOURNMENT: 4:12 p.m.