NEWPORT-MESA UNIFIED SCHOOL DISTRICT
Office of the Personnel Commission
Regular Meeting of the Personnel Commission
Back Bay Alternative Education Center, Multi-Purpose Room,
390 Monte Vista Avenue, Costa Mesa, CA 92627

November 18, 2015 – 4:00 p.m.

AMENDED AGENDA

1. OPENING CEREMONIES

The meeting will open with a silent invocation followed by the Pledge of Allegiance to the flag.

2. ROLL CALL

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

3. ADOPTION OF AGENDA

Recommendation is made that the agenda for November 18, 2015 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 October 15, 2015 be adopted 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 the director's 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 announcement(s) be ratified.

a.	Teacher Assistant	30-16
b.	Nutrition Services Assistant II	31-16
c.	Head Custodian	32-16
d.	Lead Custodian – Promotional Only	33-16
e.	Vehicle and Equipment Mechanic	34-16
f.	Nutrition Services Assistant I	35-16
g.	Job Coach	36-16
h.	School Office Assistant	37-16

Motion by _____, Seconded by ____ Vote _____ DISCUSSION/ACTION

7. CERTIFICATION OF NEW ELIGIBILITY LISTS

Recommendation is made that the following eligibility list(s) be certified.

a.	Accounting Assistant III	23-16
b.	Mechanics Assistant	24-16
c.	Bus Monitor	25-16
d.	Job Coach	26-16
e.	Instructional Assistant – Behavior Analysis Interventionist	27-16
f.	Instructional Assistant – Extended Day Program	28-16
g.	Preschool Teacher	29-16
h.	Communications Specialist	30-16
i.	School Administrative Assistant – Intermediate	31-16
j.	Information Technology Technician	32-16
k.	Teacher Assistant	33-16
l.	Nutrition Services Assistant II	34-16
m.	Bilingual Office Assistant	35-16
n.	Human Resources Technician	36-16

Motion by _____, Seconded by ____ Vote _____ DISCUSSION/ACTION

8. PERSONNEL DIRECTOR

Informal reports; discussion only

9. APPOINTMENT OF PERSONNEL COMMISSIONER MR. TRISTAN L. ALEY

It is recommended that Board and Union Appointees consider action in accordance with California Education Code 45246(f) to reappoint Mr. Tristan L. Aley as Personnel Commissioner.

Motion by _____, Seconded by ____ Vote _____ DISCUSSION/ACTION

10. CLASSIFICAITON & COMPENSATION STUDY PRESENTATION – EWING CONSULTANTS

11. NEXT MEETING DATE: _____ TIME: _____

12. ADJOURNMENT _____ p.m.

All documents referred to in this agenda, not exempt from public disclosure under the California Records Act, are available for public inspection at the Personnel Commission Office located at 2985-A Bear Street, Costa Mesa, CA 92626, online at www.nmusd.us, and at the public meeting of the Personnel Commission.

Any individual with a disability, who requires reasonable accommodation to participate in a Commission meeting, may request assistance by contacting the Personnel Commission Office at 2985-A Bear Street, Costa Mesa, CA 92626. Phone #: 714-424-5047 – Fax #: 714-424-7572. Notification not later than noon on the day preceding the Commission meeting will enable the district to make reasonable arrangements to assure accessibility to this meeting.