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 25, 2015 – 4:00 p.m.

MINUTES

1. OPENING CEREMONIES

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

STAFF PRESENT

Christi Winslow, Personnel Analyst
V-Esther Caldwell, Administrative Assistant – Confidential

VISITORS PRESENT

Lin Aldrich, CSEA
Brenda Garcia, CSEA

3. ADOPTION OF AGENDA

It was recommended that the Commission adopt the agenda for June 25, 2015.

Motion made by: Tristan Aley
Seconded by: Susan Meyer

Votes:

Tristan Aley	Yes
Susan Meyer	Yes
Kenneth Wayman	Yes

4. APPROVAL OF MINUTES

It was recommended that the Commission adopt the minutes of the regular meeting of May 21, 2015 as submitted.

Motion 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

There were no presentations to the Personnel Commission.

6. RATIFICATION OF VACANCY ANNOUNCEMENTS

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

a.	School Registrar	39-15
b.	Teacher Assistant	40-15
c.	Library Media Clerk	41-15
d.	Preschool Site Facilitator	42-15
e.	Preschool Teacher Assistant	43-15
f.	School Support Secretary	44-15
g.	Office Assistant III	45-15
h.	Bus Driver	46-15

Motion made by: Tristan Aley
Seconded by: Susan Meyer

Votes:

Tristan Aley	Yes
Susan Meyer	Yes
Kenneth Wayman	Yes

7. CERTIFICATION OF NEW ELIGIBILITY LISTS

It was recommended that the following eligibility list(s) as submitted be certified.

a.	Accountant	53-15
b.	Health Assistant	54-15
c.	District Assessment Specialist	55-15
d.	Lead Technology Support Technician	56-15
e.	Instructional Assistant – Special Education	57-15
f.	Night Custodial Supervisor	58-15
g.	Senior Maintenance Worker	59-15

Motion made by: Tristan Aley
Seconded by: Kenneth Wayman

Votes:

Tristan Aley	Yes
Susan Meyer	Yes
Kenneth Wayman	Yes

8. PERSONNEL DIRECTOR

Ms. Clark highlighted the following items:

- Completion of Merit Academy by Ms. Clark and David Johnson
- The Commission staff has been very busy hiring and:
  - New classified positions have been added by the District
  - New 12-month preschool program
- Classification study update.

9. NEXT MEETING DATES: July 23, 2015 at 4:00 p.m.

10. CLOSED SESSION

The members of the Personnel Commission adjourned to closed session at 4:08 p.m. to discuss the following matters:

Public employee performance evaluation (Pursuant to Government Code §54957)
Staff Evaluation – Director of Classified Personnel

11. ADJOURNMENT: 4:23 p.m.