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

May 21, 2015 – 4:00 p.m.

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 May 21, 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 of April 16, 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. PUBLIC HEARING – PERSONNEL COMMISSION BUDGET FOR FISCAL YEAR 2015 - 2016

Recommendation is made to hold a public hearing on the Personnel Commission Budget for Fiscal Year 2015 – 2016 Pursuant to Education Code 45253.

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

7. RATIFICATION OF VACANCY ANNOUNCEMENTS

Recommendation is made that the following vacancy announcement(s) be ratified.

a.	District Assessment Specialist	36-15
b.	Night Custodial Supervisor	37-15
c.	Senior Maintenance Worker	38-15

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

8. CERTIFICATION OF NEW ELIGIBILITY LISTS

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

a.	Nutrition Services Assistant I	47-15
b.	School Administrative Assistant I - Intermediate	48-15
c.	Facilities/Planning Coordinator	49-15
d.	Bus Driver	50-15
e.	School Bus Cover Driver	51-15
f.	School Community Facilitator	52-15

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

9. ADOPT PERSONNEL COMMISION BUDGET FOR FISCAL YEAR 2015-2016

It is recommended that the Members of the Personnel Commission adopt the Personnel Commission Budget for the fiscal year 2015-2016 as presented.

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

10. PERSONNEL DIRECTOR

Informal reports; discussion only

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.