

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

January 15, 2015 – 4:00 p.m.

MINUTES

1. OPENING CEREMONIES

Ms. Susan Meyer, 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

Vicky Wyman, CSEA
Brenda Garcia, CSEA
Cathie Ropp, CSEA

3. ADOPTION OF AGENDA

It was recommended that the Commission adopt the agenda for January 15, 2015.

Motion made by: Tristan L. 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 December 18, 2014 as submitted.

Motion made by: Tristan L. 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. Office Assistant II 24-15

Motion made by: Tristan L. 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. Instructional Assistant – Behavior Analysis Interventionist 35-15

Motion made by: Tristan L. Aley
Seconded by: Susan Meyer

Votes:

Tristan Aley	Yes
Susan Meyer	Yes
Kenneth Wayman	Yes

8. PERSONNEL DIRECTOR

Ms. Clark gave an update on the Classification Study noting that the Advisory Committee met with Ewing Consultants and received the following information: Phase I which includes Classified 12 month employees is almost complete; Phase II, which includes Classified 10 & 11 month employees just completed the interview stage and at the completion of Phase II, the consultants will begin Phase III which is the salary survey phase.

Ms. Clark announced the Super Star Awards will be presented at the Tuesday, February 10, 2015 Board of Education meeting, at 6:00 p.m. She also mentioned that the NMUSD nominees submitted to the County for Classified Employee of the Year will be recognized by the Board at their February 24, 2015 meeting. She extended an invitation to the Commissioners to attend and participate in both events.

9. NEXT MEETING DATES: February 26, 2015 at 4:00 p.m.

10. ADJOURNMENT: 4:08 p.m.