NEWPORT-MESA UNIFIED SCHOOL DISTRICT
Office of the Personnel Commission
Regular Meeting of the Personnel Commission
2985-A Bear Street, Superintendent's Conference Room, Costa Mesa, CA 92626

May 19, 2011 – 1:00 p.m.

AGENDA

The meeting will be called to order by the presiding Chairperson at _____ p.m.

1. OPENING CEREMONIES

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

2. ROLL CALL

Katherine Infantino, Chairperson _____
Kenneth L. Wayman, Vice-Chairperson _____
Thomas W. Henderson, Commissioner _____
Nora A. Roque, Secretary to the Commission _____

3. ADOPTION OF AGENDA

Recommendation is made that the agenda for May 19, 2011 be adopted as submitted.

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

4. APPROVAL OF MINUTES

a. Recommendation is made that the minutes of the regular meeting of April 14, 2011 be adopted as submitted.

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

b. It is also recommended that the minutes of the special closed session meeting of November 2, 2010 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 his 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.

Public Hearing

Personnel commission Budget 2010-2011 School Year
Pursuant to Education Code 45253

6. RATIFICATION OF VACANCY ANNOUNCEMENTS

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

a.	Welder-Machine Technician	56-11
b.	Job Developer	57-11

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.	Instructional Assistant – Behavior Analysis Interventionist	50-11
b.	Head Custodian	51-11
c.	Instructional Assistant – Special Education – Cover	52-11
d.	HV AC/R Technician	53-11
e.	Instructional Assistant – Extended Day Programs	54-11

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

8. ADOPT PERSONNEL COMMISSION BUDGET FOR FISCAL YEAR 2010-11

The Personnel Commission Budget for Fiscal Year 2010-11 is being presented for adoption by the Members of the Personnel Commission. The proposed budget was presented on April 14, 2011, as an information item.

It is recommended that the Members of the Personnel Commission adopt the Personnel Commission Budget for the fiscal year 2011-12 as presented.

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

9. PERSONNEL DIRECTOR

Informal reports; discussion only

10. CLOSED SESSION

None scheduled

11. NEXT MEETING DATE: _____ ADJOURNMENT _____ p.m.