

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

April 22, 2010

4:01 p.m.

MINUTES

1. OPENING CEREMONIES

Mr. Thomas Henderson, Chairperson, called the meeting to order with a silent invocation followed by the Pledge of Allegiance to the flag.

2. ROLL CALL

Thomas W. Henderson, Chairperson
Katherine Infantino, Vice-Chairperson
Kenneth L. Wayman, Commissioner
John R. Caldecott, Secretary to the Commission

STAFF PRESENT

Christi Winslow, Administrative Assistant/Confidential – Personnel Commission
Andrea D. Rohrer, Personnel Analyst
Carol Carter, Human Resources Technician

VISITORS PRESENT

Dr. Elizabeth I. Novack, Assistant Superintendent, Human Resources
Cindy Means, CSEA President
Cathie Ropp, CSEA Vice-President
Sandy Welch, CSEA Treasurer

3. ADOPTION OF AGENDA

Ms. Infantino moved to adopt the agenda for April 22, 2010 as submitted. Mr. Wayman seconded the motion and it carried.

4. APPROVAL OF MINUTES

Mr. Wayman moved to approve the minutes of the regular meeting of April 1, 2010 as presented. Ms. Infantino seconded the motion and it carried.

5. PUBLIC PRESENTATIONS TO THE PERSONNEL COMMISSION

There were no presentations to the Personnel Commission.

6. RATIFICATION OF VACANCY ANNOUNCEMENTS

Ms. Infantino moved to ratify the following vacancy announcements as submitted.
Mr. Wayman seconded the motion and it carried.

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|---------------------------------|-------|
| a. Athletic Equipment Attendant | 36-10 |
| b. School Attendance Assistant | 37-10 |
| c. School Support Secretary | 38-10 |
| d. Lead Custodian | 39-10 |

7. CERTIFICATION OF NEW ELIGIBILITY LISTS

Ms. Infantino moved to approve the certification of the following eligibility lists as submitted.

Mr. Wayman seconded the motion and it carried.

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|--|-------|
| a. Head Custodian | 40-10 |
| b. Instructional Assistant/Applied Behavior Analysis | 41-10 |

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

The proposed budget was presented as an information item only. This item will be brought back to the Personnel Commission for approval at the May meeting. Mr. Caldecott reported that the July 1, 2010 – June 30, 2011 Budget is essentially a roll over as nothing new is being recommended.

9. PERSONNEL DIRECTOR

As invited by the Director, Ms. Means briefly spoke about the California School Employee of the Year awards. NMUSD submitted 6 names to the Orange County Department of education, two of which were selected by the Orange County Department of Education to go to the state level. These two employees were given a plaque and an award, and recognized both at an NMUSD Board of Education meeting and at a Board Meeting of the Orange County Department of Education. One employee, Phil Slater, Vehicle and Equipment Mechanic, was a finalist chosen by the state. Mr. Slater will be recognized in Sacramento at a special reception.

The Director had nothing further to report.

10. CLOSED SESSION

None

11. NEXT MEETING DATE: May 20, 2010 at 4:30 p.m. ADJOURNMENT 4:18 p.m.