MINUTES
MARIN COUNTY OFFICE OF EDUCATION
Personnel Commission
Monday, July 27, 2026

The regular meeting of the Marin County Office of Education Personnel Commission was held in person and accessible via video conference on Monday, July 27, 2026.

1. Dr. Zerkel convened the meeting at 3:30 p.m. — **Call to Order**

2. Present for the meeting were Commissioners Catherine McKown, and Dr. Arline Zerkel. The staff was represented by Jason Richardson and Erin Feely. — **Roll Call/Guests**

3. Motion, seconded, and carried, McKown/Zerkel; the matter passed 2-0 to approve and adopt the agenda.
   Ayes: McKown, Zerkel; Noes: None; Absent: Foster. — **Agenda Approved**

4. Dr. Zerkel invited the public to comment on items not on the agenda. — **Public Comment**

5. Motion, seconded, and carried, McKown/Zerkel; the matter passed 2-0 to approve the June 22, 2026 minutes.
   Ayes: McKown, Zerkel; Noes: None; Absent: Foster. — **Minutes Approved**

6. Mr. Richardson reviewed the Classification Plan, Job Series and List of Inactive Classes. — **Review Classification Plan**

7. Motion, seconded, and carried, McKown/Zerkel; the matter passed 2-0 to approve the Classification Plan, Job Series and List of Inactive Classes.
   Ayes: McKown, Zerkel; Noes: None; Absent: Foster. — **Approve Classification Plan**

8. Mr. Richardson reviewed the proposed Merit Rule Amendments. — **Review Merit Rule Amendments**

9. Mr. Richardson reported on the following: — **Personnel Director's Report**
   - No August meeting. The next Personnel Commission meeting is September 28, 2026.
   - Back to School kickoff is August 17th at the Jonas Center in Novato from 8:30-12:00pm.
   - New CalPERS rules regarding creditable vacation pay.
   - Review of status report for the period of June 22, 2026 – July 27, 2026.
   - Current leaves, separations, and vacancies were reviewed.

10. Dr. Zerkel invited the Commissioners to report on items not on the agenda. — **Reports/Items**

11. Motion, seconded, and carried, McKown/Zerkel; the matter passed 2-0 to adjourn the meeting.
    Ayes: McKown, Zerkel; Noes: None; Absent: Foster. Dr. Zerkel adjourned the meeting at 4:09 p.m. — **Adjournment**



Jason Richardson
Secretary

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