#### SANTA CRUZ CITY SCHOOLS

## **Regular Meeting of the Personnel Commission**

## **Minutes**

Tuesday, September 4, 2018

Time: 4:00PM

Conference Room 2, SCCS District Office 133 Mission Street, Santa Cruz, CA 95060

#### 1.0 CALL TO ORDER & PLEDGE OF ALLEGIANCE

## 1.1 Pledge of Allegiance (No flag to due construction)

Meeting called to order at 4:04PM by the Chairperson of the Personnel Commission.

Members Present:

- Mr. Mark Violante, Chairperson
- Ms. Pamela Hernandez, Vice Chairperson
- Mr. Brian Murtha

Personnel Department Present:

- Ms. Keneé Houser (Director)
- Ms. Denice Grogan (Human Resource Specialist)

#### 1.2 Welcome and Explanation of Format

## 1.3 Establishment of Quorum

• Quorum established

#### 1.4 Agenda Deletions or Changes of Sequence

None

## 2.0 PUBLIC COMMUNICATIONS - None

## 3.0 DIRECTORS REPORT

	Aug	July	Total
New Hire	17	14	31
Add FTE	0	4	4
Promotion	3	5	8
Transfer	3	4	7
Layoff	1	0	1
Resign	15	4	19
Temp Hire	3	0	3
Open	24	23	
Pending	5	4	

- Welcome Breakfast and Service Awards updates
- Professional Development Day for 9-month employees' updates
- Northern Cal School Personnel Commission Association Conference Oct. 9, 2018 update at November meeting.

# 4.0 PUBLIC BUSINESS

## 4.1 Consider Approval of Minutes

Motion: Approve the minutes for the meeting of Aug. 7, 2018 be approved as submitted.

Motion: Pam Second: Brian Yes: 3

## 4.2 Consent Agenda

- 4.2.1 Concerning Regular Assignments
- 4.2.2 Concerning Provisional and Limited Term Assignments
- 4.2.3 Concerning Exempt Assignments
- 4.2.4 Eligibility Lists Established

Motion: Approve the Consent Agenda items as submitted.

Motion: Brian Second: Pam Yes: 3

#### 4.3 2017-18 Budget Expenditures for this Period

Motion: Approve the Budget Expenditures for this period as submitted.

Motion: Brian Second: Pam Yes: 3

#### 5.0 OLD BUSINESS - None

#### 6.0 NEW BUSINESS

## 6.1 Approve Salary Step for Occupational Therapists

<u>Motion:</u> Approve hiring two Occupational Therapists at Step 6 on the Licensed Professional Salary Schedule.

Motion: Pam Second: Brian Yes: 3

#### 7.0 REPORTS AND COMMENTS

## 7.1 Chairperson's Report

None

## 7.2 Commission Members' Reports or Comments

None

## 8.0 INFORMATION AND FUTURE MEETINGS

The next meeting will be held at 4:00 p.m. on Tuesday October 2, 2018 at 133 Mission Street, Santa Cruz.

#### 9.0 PUBLIC COMMUNICATIONS

• None

#### 10.0 CLOSED SESSION

None

#### 11.0 ADJOURNMENT

Adjournment at 4:55PM