

SANTA CRUZ CITY SCHOOLS
MEETING of the PERSONNEL COMMISSION

AGENDA
Tuesday, August 6, 2019
Regular Meeting – 4:00 p.m.
133 Mission Street, Santa Cruz

Copies of all support materials, reports, etc., are available to the public upon request from the Director of Classified Personnel. The meeting is recorded.

1.0 CALL TO ORDER & PLEDGE OF ALLEGIANCE

Meeting called to order at _____ by the Chairperson of the Personnel Commission.

Members present:

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

- 1.1 Pledge of Allegiance**
- 1.2 Welcome and Explanation of Format**
- 1.3 Establishment of Quorum**
- 1.4 Agenda-Deletions or Change of Sequence**

2.0 PUBLIC COMMUNICATIONS

The public is invited to address the Commission on matters not on the Agenda. The time limit for presentation of matters is three to five minutes per individual and fifteen minutes per subject.

3.0 DIRECTOR'S REPORT

- Recruitment Update
- Personnel Actions: Next page
- Data re: Reasons for resigning 2018-2019
- SPCA-NC Fall "Conference" Oct. 24
- CSPCA Annual Conference Feb. 20-22

Classified Personnel Actions 2018-2019

	June	May	Apr	Mar	Feb	Jan	Dec	Nov	Oct	Sept	Aug	July	Total
New Hire	13	1	3	4	7	17	5	9	8	11	17	14	96
Increase FTE	10	2	1		1	2	1	1		6		4	18
Decrease FTE					1					2			3
Promotion		1			1		1	1	5	2	3	4	18
Reclass												1	1
Transfer	3				1	1	1				3	4	10
Layoff	2	1								3	1		5
Released	7		1	2		1			1				5
Resign	2	10	5	1	3	4	3	4	2	7	15	4	58
Retire	3	3				1	3			1	1		9
Temp Hire		5	2	1	5	6	3	5	8	5	3	0	43
Open	18	21	12	6	7	12	13	16	8	18	23	22	
Open Temp	1						2	3	3	3	1	1	
Pending	1	4			1	4	1	0	2	3	5	4	

Corrections:

1. delete 1 resignation from May (was a promotion, not a resignation)
2. delete 1 promo from July (double entry)

Classified Personnel Actions 2019-2020

	July	Total
New Hire	3	3
Increase FTE	5	5
Vol. Demotion	1	1
Resign	3	3
Temp Hire	3	3
Open	21	
Open Temp	1	
Pending	2	

4.0 PUBLIC BUSINESS

4.1 Consider Approval of Minutes

Recommendation: Approve the minutes for the meeting of June 4, 2019 as submitted.

Motion: _____ Second: _____ Yes: _____ No: _____ Abstain: _____ Absent: _____

4.2 Consent Agenda

(These matters may be passed by one roll call motion. Items may be removed from the consent agenda for discussion and separate action).

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

Recommendation: Approve the Consent Agenda items as submitted.

Motion: _____ Second: _____ Yes: _____ No: _____ Abstain: _____ Absent: _____

4.3 2019-20 Budget Expenditures for this Period

There are no budget expenditures to report.

5.0 OLD BUSINESS: None

6.0 NEW BUSINESS:

6.1 Action: Approve changes to Merit Rule 1600 – Limited Term Employment

Background: 1600.2 is proposed to ensure that limited-term employment opportunities are provided to current, regular employees before using existing subs or going outside the District. The Union and the Director have worked together to implement this change in practice. In addition, two (2) minor changes are being made to keep current: 126 days is added to align with Ed Code; “Star” is removed because the names of the tests change.

Recommendation: Approve Merit Rule 1600-Limited-Term Employment as submitted or amended.

Motion: _____ Second: _____ Yes: _____ No: _____ Abstain: _____ Absent: _____

7.0 REPORTS AND COMMENTS

7.1 Chairperson’s Report

7.2 Commission Members’ Reports or Comments

8.0 PUBLIC COMMUNICATIONS (Cont’d if necessary)

9.0 INFORMATION AND FUTURE MEETINGS

The next meeting will be held at 4:00 p.m. on Tuesday, September 3, 2019 at 133 Mission Street.

10.0 CLOSED SESSION: DIRECTOR EVALUATION

Commissioners will meet with Director to review and discuss her annual evaluation.

11.0 ADJOURNMENT

Adjournment at (time) _____.