

**SANTA CRUZ CITY SCHOOLS**  
**Regular Meeting of the Personnel Commission**

**Minutes**

Tuesday, April 14, 2020

Time: 4:00PM

Zoom Meeting

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

**1.1 Pledge of Allegiance – n/a**

Meeting called to order at 4:14PM.

Members Present:

- Mr. Mark Violante
- Ms. Pam Hernandez
- Mr. Bryan Murtha

Personnel Department Present:

- Ms. Keneé Houser, Director, Classified Personnel
- 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**

- Jeanie Brown - Union President - Negotiated 2.5% raise and .5% bonus for Classified Employees
- Molly Parks - Assistant Superintendent of Human Resources - Update on Classified Employees during school closure. All are in paid status, either working remotely, on rotation, or assisting at food distribution sites.

**3.0 DIRECTOR'S REPORT**

- **Update:**
  - Personnel Actions – Hiring and recruitment efforts have slowed down.
  - Impact of Shelter-in-Place
    - All employees remain on paid status
    - Employees working remotely, on rotation or on-call Food Service rotation
    - Commission site visits cancelled for this year
    - Evaluations for Classified Employees – Will meet with union and district to determine next steps.

**4.0 PUBLIC BUSINESS**

**4.1 Consider Approval of Minutes**

Motion: Approve the minutes for the meeting of March 3, 2020 as submitted.

Motion: Pam                      Second: Bryan                      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: Bryan                      Second: Pam                      Yes: 3

**4.3 2019-20 Budget Expenditures for this Period**

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

Motion: Pam                      Second: Bryan                      Yes: 3

**5.0 OLD BUSINESS**

- None

**6.0 NEW BUSINESS**

**6.1 Action: First read or approval of budget for 2020-2021**

Information: According to Ed Code 45253 and Merit Rule 300.1, the Commission shall prepare an annual budget which, upon the approval of the County Superintendent of Schools, shall be included by the Governing Board in the regular budget of the school District. The budget shall be prepared and approved no later than May 30<sup>th</sup> of each year.

The only changes in the budget from 2019-20 to 2020-2021 are the salaries and stipends. All other budget items remain static.

Motion: Approve the Budget as submitted.

Motion: Bryan                      Second: Pam                      Yes: 3

**7.0 REPORTS AND COMMENTS**

**7.1 Chairperson's Report**

- None

**7.2 Commission Members' Reports or Comments**

- None

**8.0 PUBLIC COMMUNICATIONS**

- None

**9.0 INFORMATION AND FUTURE MEETINGS**

- The next meeting will be held at 4:00 p.m. on Tuesday, May 5, 2020 Via Zoom Virtual Online Meeting.

**11.0 CLOSED SESSION**

- None

**12.0 ADJOURNMENT**

- Adjournment at 4:35PM.