

SANTA CRUZ CITY SCHOOLS
Regular Meeting of the Personnel Commission

Minutes

Tuesday, Dec. 5, 2023

Time: 4:00PM

1.0 CALL TO ORDER

1.1 Meeting called to order at 4:02PM.

Members Present:

- Carol McKee, Chairperson
- Brian Murtha, Vice Chairperson
- Mark Violante

Personnel Department Present:

- Keneé Houser, Director - Classified Personnel
- Denice Grogan, Human Resources Specialist
- Ally Stutzman, Human Resources Specialist

Public Attendees Present: none

1.2 Welcome and Explanation of Format

1.3 Establishment of Quorum

- Quorum established.

1.4 Agenda Deletions or Changes of Sequence

- Brian Murtha would like to move Section 4 to the end of the meeting.

2.0 PUBLIC COMMUNICATIONS

Denice Grogan – Increased hours for most Behavior Technician-Special Education positions to 35 hrs.

Ally Stutzman – Union going into labor/wage negotiations.

3.0 PUBLIC BUSINESS

3.1 Consider Approval of Minutes

Motion: Approve the minutes for the meeting of October 3, 2023, as submitted.

Motion: Mark Second: Brian Yes: 3

3.2 Consent Agenda

Motion: Approve the Consent Agenda as submitted.

Motion: Brian Second: Mark Yes: 3

3.3 2022-23 Budget Expenditures for this Period

Information: Expenditures for the month of November 2023.

Motion: Mark Second: Brian Yes: 3

4.0 DIRECTOR'S REPORT

- Personnel Actions – November 2023 – Reviewed
- Historical data – Comparing the month of November to previous years.
 - Currently, 95.3% of classified positions are filled.
- New Link to job application – Google Form
- Interviewing employees for outreach and recruitment efforts

5.0 NEW BUSINESS

5.1 Information: Brian Murtha as Personnel Commissioner for Additional Term

Brian Murtha has agreed to continue as the jointly appointed Personnel Commissioner for an additional term. The term started December 1, 2023.

Motion: Mark Second: Carol Yes:3

5.2 Information: Reclassification Window Open

Keneé Houser shared the new format of the announcement and application. Window is from November 16, 2023 – January 16, 2024. At the next Personnel Commission meeting, we will select a commissioner to be on the Reclassification Committee.

5.3 Information: California School Personnel Commission Association Conference

The cost per person will be \$1,100 to \$1,250. At this time, reservations have been made for the Director and one HR Specialist. We would like to add like to add the other HR Specialist and Union President. .

Commissioners agree to add two spots to the reservations. The PC will pay for the conference attendance for the Union President (not including travel expenses).

Motion: Carol Second: Mark Yes:3

6.0 INFORMATION AND FUTURE MEETINGS

The next meeting will be held at 4:00 p.m. on Tuesday, Jan. 9, 2023, at the SCCS District Office, 133 Mission Street, Suite 100.

7.0 GOOD OF THE ORDER

- Mark Violante asked how the search for a new Commissioner was going. Ally Stutzman said that she would discuss with Union President Jon Wells and report back.

8.0 CLOSED SESSION

- None

9.0 ADJOURNMENT

Adjournment at: 4:33PM