

MINUTES
MARIN COUNTY OFFICE OF EDUCATION
Personnel Commission
Monday, February 26, 2018

The regular meeting of the Marin County Office of Education Personnel Commission was held at the Marin County Office of Education, 1111 Las Gallinas Avenue, San Rafael, CA 94903 on Monday, February 26, 2018.

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| 1. | Mr. Bridges convened the meeting at 3:30 p.m. | <u>Call to Order</u> |
| 2. | Present for the meeting were Commissioners Catherine McKown, Bill Bridges and Dr. Arline Zerkel. The staff was represented by Tracee Edmunds and Erin Feely. Guests: Raquel Rose. | <u>Roll Call/Guests</u> |
| 3. | M/s/c/McKown/Zerkel; the matter passed 3-0 to approve and adopt the agenda. | <u>Agenda Approved</u> |
| 4. | Mr. Bridges invited the public to comment on items not on the agenda. | <u>Public Comment</u> |
| 5. | M/s/c/McKown/Zerkel; the matter passed 3-0 to approve the minutes as amended for the meeting held January 22, 2018. | <u>Minutes Approved</u> |
| 6. | Raquel Rose reported on the Building series of the Classification Study. A meeting will be held on March 2, 2018 at 1pm with current staff and CSEA representatives. | <u>Classification Study</u> |
| 7. | M/s/c/Zerkel/McKown; the matter passed 3-0 to approve the revised 2017-18 Personnel Commission meeting calendar. | <u>2017-18 Meeting Calendar Revision</u> |
| 8. | The Commission reviewed the drafted 2018-19 Personnel Commission meeting calendar. It will be agendized for approval at the March 26, 2018 meeting. | <u>2018-19 Meeting Calendar</u> |
| 9. | Ms. Edmunds reported on the following: <ul style="list-style-type: none">• Raquel Rose reported on The California Commission on Teacher Credentialing Classified school employee teacher credentialing grant. Thirty (30) people have been accepted, six (6) of whom are MCOE employees.• New hire orientation was held January 31 with 4 participants. The next orientation will be held February 28th.• Project to update the front of MCOE to create an accessible outdoor working space is anticipated to begin in May.• Reviewed status report for the period of January 22, 2018 – February 26, 2018. Current leaves, resignations, and vacancies were reviewed. | <u>Personnel Director's Report</u> |
| 10. | Mr. Bridges invited Commissioners to report on items not on the agenda. | <u>Commissioners' Reports/Items</u> |
| 11. | M/s/c/Zerkel/McKown; the matter passed 3-0 to adjourn the meeting. Mr. Bridges adjourned the meeting at 4:09pm. | <u>Adjournment</u> |



Tracee Edmunds
Secretary