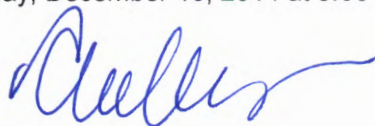


MINUTES
MARIN COUNTY OFFICE OF EDUCATION
Personnel Commission
Monday, November 24, 2014

1. 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 on Monday, November 24, 2014.
2. Ms. Zerkel convened the meeting at 5:00 p.m. **Call to Order**
3. Present for the meeting were Commissioners Arline Zerkel, Catherine McKown and Bill Bridges. The staff was represented by Ms. Tracee Edmunds, Ms. Deanne Carter and Ms. Mary Jane Burke. **Roll Call/Guests**
4. M/s/c /Bridges/McKown; the matter passed 3-0 to approve and adopt the agenda. **Agenda Approved**
5. Ms. Zerkel invited public comment on items on the agenda. **Public Comment**
6. Ms. Burke administered the Oath of Office to Bill Bridges for reappointment on the Personnel Commission. **Oath of Office**
7. M/s/c / McKown/Bridges; the matter passed 3-0 to approve the minutes as amended for the meeting held October 20, 2014. **Minutes Approved**
8. M/s/c/Zerkel/McKown; the matter passed 3-0 to elect Bridges as Chairperson and Catherine McKown as Vice Chairperson. **Election of Chairperson and Vice Chairperson**
9. Ms. Edmunds updated the commissioners on the classification study for classified personnel. **Classification Study**
10. Personnel Staffing to Commission was discussed due to promotion of staff Deanne Carter to Credentials Analyst. **Personnel Staffing**
11. The Commissioners discussed the proposed changes for Merit rule section 6.900. **Merit Rule 6.900 Review**
12. The commissioners elected not to cancel the December 2014 meeting. **Cancellation of December 2014 Meeting**
13. Ms. Edmunds, Personnel Director, reported on the following: **Personnel Director's Report**
 - Reviewed information on the CSPCA Annual Conference January 22-25, 2015 in San Diego, CA. Ms. McKown will be attending.
 - Updated the Commissioners on requested changes to the SPCA phonebook on behalf of MCOE.
 - Reported on Redwood Credit Union's first distribution of proceeds to Schools Rule.
 - Reviewed the status report for the period of October 20, 2014 to November 24, 2014. Current leaves, terminations, resignations and vacancies were reviewed.
14. Mr. Bridges invited Commissioner items or reports not on the agenda. **Commissioners' Reports/Items**
 - Commissioner Zerkel followed up on SPCA/NC mini-conference hotel room charge
15. M/s/c/McKown/Zerkel; the matter passed 3-0 to adjourn the meeting. Commissioner Bridges adjourned the meeting at 6:35pm. **Adjournment**
16. The next meeting will be held on Monday, December 15, 2014 at 5:00 p.m. in the Board Room.



Tracee Edmunds
Secretary