

MINUTES
MARIN COUNTY OFFICE OF EDUCATION
Personnel Commission
Monday, August 25, 2014

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| 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, August 25, 2014. | |
| 2. Ms. Zerkel convened the meeting at 5:00 p.m. | <u>Call to Order</u> |
| 3. Present for the meeting were Commissioners Arline Zerkel, Catherine McKown and Bill Bridges. The staff was represented by Ms. Tracee Edmunds and Ms. Deanne Carter. | <u>Roll Call/Guests</u> |
| 4. M/s/c /Bridges/McKown; the matter passed 3-0 to approve and adopt the agenda. | <u>Agenda Approved</u> |
| 5. Ms. Zerkel invited public comment on items on the agenda. | <u>Public Comment</u> |
| 6. M/s/c /McKown/Bridges; the matter passed 3-0 to approve the minutes for the meeting held July 28, 2014. | <u>Minutes Approved</u> |
| 7. The commissioners reviewed the 2013-14 draft of the Personnel Commission Annual Report. | <u>Annual Report</u> |
| 8. Ms. Edmunds updated the commissioners on the proposed changes for Merit rule section 6.900. | <u>Merit Rule 6.900 Review</u> |
| 9. Ms. Edmunds, Personnel Director, reported on the following: <ul style="list-style-type: none">• Updated the commissioners on Ms. Edmunds and Mr. Bridges audit of the SPCA/NC's financial books• Reported on substitute paraeducator training and appreciation luncheon, the benefits vendor fair, and the Back to School events.• Followed up with the commissioners regarding registration for the SPCA mini-conference.• Updated the commissioners on salary increases.• Provided an update on the Classification Study.• Reviewed the status report for the period of July 28, 2014 to August 25, 2014. Current leaves, terminations, resignations and vacancies were reviewed. | <u>Personnel Director's Report</u> |
| 10. Ms. Zerkel invited Commissioner items or reports not on the agenda | <u>Commissioners' Reports/Items</u> |
| 11. M/s/c/Bridges/McKown; the matter passed 3-0 to adjourn the meeting. Commissioner Zerkel adjourned the meeting at 6:00pm | <u>Adjournment</u> |
| 12. The next meeting will be held on Monday, September 22, 2014 at 5:00 p.m. in the Board Room. | |



Tracee Edmunds
Secretary

