

MINUTES
MARIN COUNTY OFFICE OF EDUCATION
Personnel Commission
Monday, April 28, 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, April 28, 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 and Ms. Deanne Carter. **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 not on the agenda. **Public Comment**
6. M/s/c /McKown/Bridges; the matter passed 3-0 to approve the minutes for the meeting held March 24, 2014. **Minutes Approved**
7. M/s/c/ McKown/Bridges; the matter passed 3-0 approved to set May 19, 2014 as the date set for a public hearing for the 2014-15 Proposed Personnel Commission Budget. **Proposed 2014-2015 Personnel Commission Budget**
8. Ms. Edmunds addressed the commissioners with an update of the timeline for the Classification Study for classified personnel. **Classification Study**
9. Ms. Edmunds, Personnel Director, reported on the following: **Personnel Director's Report**
 - Noted the May 13, 2014 employee appreciation reception invitation for classified employees.
 - Provided an update on classified layoffs resolution, indicated notices to be delivered by April 29th and the final report to be given during the May 19, 2014 meeting.
 - Reviewed highlights from the most recent Board of Education meeting.
 - Reviewed the status report for the period of March 24, 2014 to April 28, 2014. Current leaves, terminations, resignations and vacancies were reviewed.
9. Ms. Zerkel invited Commissioner items or reports not on the agenda: **Commissioners' Reports/Items**
 - Ms. Zerkel provided an update on former staffer Carol Toepfer.
10. M/s/c/Bridges/McKown; the matter passed 3-0 to adjourn the meeting. Commissioner Zerkel adjourned the meeting at 5:39pm. **Adjournment**
11. The next meeting will be held on Monday, May 19, 2014 at 5:00 p.m. in the Board Room.



Tracee Edmunds
Secretary