

**MINUTES**  
**MARIN COUNTY OFFICE OF EDUCATION**  
**Personnel Commission**  
**Monday, June 24, 2013**

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, June 24, 2013.
2. Ms. McKown convened the meeting at 5:00 p.m. Call to Order
3. Present for the meeting were Commissioners Catherine McKown, Arline Zerkel and Bill Bridges. The staff was represented by Ms. Tracee Edmunds and Ms. Carol Toepfer. Roll Call/Guests
4. M/s/c /Zerkel/Bridges approved the agenda. Agenda  
Approved
5. Ms. McKown invited public comment on items not on the agenda. Public Comment
6. M/s/c /Bridges/Zerkel approved the minutes for the meeting held May 20, 2013. Minutes  
Approved
7. M/s/c/Bridges/Zerkel approved the Personnel Commission meeting schedule for 2013-14. Proposed 2013-14 Personnel Comm. Meeting Schedule
8. The Commission discussed possible goals for the 2013-14 school year. Discussion will continue at the July 22, 2013 meeting. Personnel Commission Goals for 2013-14
9. Ms. Edmunds, Personnel Director, reported on the following: Personnel Director's Report
  - Reported on Golden Bell and year end retirement events.
  - Announced date for the Northern California SPCA Fall Mini-Conference: October 12, 2013.
  - Reported on Board Adoption of 2013-14 Budget and finalization of negotiations, resulting in salary increases for all classified employees.
  - Reviewed the status report for the period of May 20, 2013–June 24, 2013. Current leaves, terminations, resignations and vacancies were reviewed.
10. Ms. McKown invited Commissioner items or reports not on the agenda: Commissioners' Reports/Items
  - Commissioner Bridges commented favorably about the 5% salary increase effective July 1, 2013 for classified staff.
  - Commissioner McKown reported that the Date NC-SPCA October 12<sup>th</sup> event will replace the Fall Conference due to the Annual SPCA Conference being held February 6-9, 2014 in San Jose, CA.
11. M/s/c /Zerkel/Bridges requested to adjourn at 6:03 p.m. Adjournment
12. The next meeting will be held on Monday, July 22, 2013 at 5:00 p.m. in the Board Room.



Tracee Edmunds  
Secretary