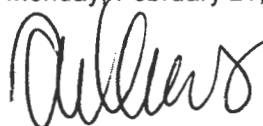


MINUTES
MARIN COUNTY OFFICE OF EDUCATION
Personnel Commission
Monday, January 28, 2013

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, January 28, 2013.
2. Ms. McKown convened the meeting at 5:04 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/Bridges/Zerkel 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 corrected minutes for the meeting held November 26, 2012. **Minutes Approved**
7. Ms. Edmunds reviewed drafted changes to the Merit System Rules as listed on the agenda. Changes will be moved forward for approval at the February 25th meeting. **Changes to Merit System Rules**
8. Ms. Edmunds, Personnel Director, reported on the following: **Personnel Director's Report**
 - Reminded commissioners about the CSPCA Annual Conference –February 21-24, 2013.
 - Provided Statement of Economic Interests (Form 700) to commissioners, to be completed and returned at the February 25th meeting.
 - Reviewed Board Resolution 837, (approved December 11, 2012) regarding classified layoffs effective June 30, 2013.
 - Provided construction update and plans for housing the Alternative Education program on site beginning in the 2013-14 School Year.
 - Announced the Golden Bell Ceremony May 23, 2013.
 - Reviewed the status report for the period November 26, 2012 – January 28, 2013. Current leaves, terminations, resignations and vacancies were reviewed.
9. Ms. McKown invited Commissioner items or reports not on the agenda: **Commissioners' Reports/Items**
 - Commissioner McKown announced tentative dates for the Spring NCSPCA meeting in Castro Valley, either March 16th or April 13th, 2013. The annual NCSPCA will tentatively take place October 11-12, 2013, and may be one or two days.
 - Commissioner Zerkel requested a Business office representative to update the commissioners on the impact of the state budget and measures passed at the next meeting if possible.
10. M/s/c /Bridges/Zerkel requested to adjourn at 5:50 p.m. **Adjournment**
11. The next meeting will be held on Monday, February 25, 2013 at 5:00 p.m. in the Board Room.



Tracee Edmunds
Secretary