

**MINUTES**  
**MARIN COUNTY OFFICE OF EDUCATION**  
**Personnel Commission**  
**Monday, February 23, 2009**

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, February 23, 2009.
2. Mr. Pollock convened the meeting at 5:08 p.m. The staff was represented by Ms. Mary Batchelder and Ms. Christie Colón.
3. Present for the meeting were Commissioners Bill Bridges, Pat Pollock and Catherine McKown.
4. M/s/c Bridges, McKown to approve the Agenda.
5. Mr. Pollock invited public comment on items not on the agenda:
  - There were no public comments.
6. M/s/c McKown, Bridges to approve the Minutes for the meeting held January 26, 2009.
7. M/s/c Bridges, McKown to approve changing the date of the March 2009 meeting to March 30.
8. Ms. Batchelder, Personnel Director, reported on the following:
  - Reviewed the Classified Status Report for the period January 26, 2009 – February 23, 2009. Reviewed the current leaves, resignations and vacancies.
  - At the request of Ms. McKown, updated the commissioners regarding the Senior Administrative Secretary/General Services position review and the classification study of the accounting control series positions.
9. Commissioners examined the changes of the Personnel Commission Merit System rules made at last month's meeting for Chapter 4, Sections 4.100.1 - 4.100.9.  
  
Commissioners reviewed and discussed Chapter 4, Sections 4.200.1 - 4.200.3.  
  
The annotations covering these items are attached to and made a part of the original minutes of this meeting.  
  
At the next meeting, the changes to Chapter 4 Sections 4.200.1 - 4.200.3 will be re-examined. Chapter 4 beginning from Section 4.200.4 will be reviewed and discussed.
10. Ms. McKown discussed the California School Personnel Commissioners Association conference she attended this month with Mr. Bridges and Ms. Batchelder. Ms. McKown offered congratulations to Mr. Bridges as the newly elected president of the CSPCA, noting Superintendent Burke's attendance at the installation ceremony.
11. M/s/c McKown, Bridges to adjourn meeting at 6:55 p.m.
12. The next meeting will be held on Monday, March 30, 2009 at 5:00 p.m. in the Board Room.

**Call to Order**

**Roll Call/Guests**

**Agenda Approved**

**Public Comment**

**Minutes Approved**

**Personnel  
Director's Report**

**Merit System Rules**

**Commissioners'  
Reports/Items**

**Adjournment**



Mary Batchelder  
Secretary