

**MINUTES**  
**MARIN COUNTY OFFICE OF EDUCATION**  
**Personnel Commission**  
**Monday, September 24, 2007**

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, September 24, 2007.
2. Mr. Pollock convened the meeting at 5:00 p.m. The staff was represented by Ms. Batchelder and Ms. Galbreath. Guests included James Orrell, Adrienne Lommel, and Personnel Commission candidates Joan Lisetor, Marilyn Crowell, Catherine McKown and Richard Biegel. **Call to Order**
3. Present for the meeting were Commissioners Bridges and Pollock. **Roll Call/Guests**
4. M/s/c Bridges, Pollock to approve the Agenda. **Agenda Approved**
5. M/s/c Bridges, Pollock to approve the Minutes for the meeting held August 27, 2007. **Minutes Approved**
6. Ms. Batchelder, Personnel Director, reported on the following: **Personnel Director's Report**
  - Reviewed the Classified Status Report for the period August 27, 2007 – September 24, 2007. Reviewed the current vacancies and resignations.
7. **Counsel's Opinion**
  - Reviewed counsel's opinion regarding selection process for Personnel Commission applicants.
  - M/s/c Bridges, Pollock to consider/evaluate candidates on the basis of written application without an interview.
8. **Commissioners' Reports/Items**
  - Reviewed guidelines/background of selection process for appointment to fill upcoming vacancy on the Marin County Office of Education Personnel Commission.
  - Interviewed the following candidates for appointment to the vacancy on the Marin County Office of Education Personnel Commission: Joan Lisetor, Marilyn Crowell, Catherine McKown and Richard Biegel. Reviewed application materials, without interview, for candidate Susan Kramer.
  - Commissioners Bridges and Pollock announced their intention to appoint candidates Catherine McKown or Marilyn Crowell to the vacancy on the Marin County Office of Education Personnel Commission.
9. M/s/c Bridges, Pollock to adjourn meeting at 5:40 p.m. **Adjournment**
10. The next meeting will be held on Monday, October 22, 2007 at 5:00 p.m. in the Board Room.



Mary Batchelder  
Secretary