

MINUTES
MARIN COUNTY OFFICE OF EDUCATION
Personnel Commission
Monday, August 27, 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, August 27, 2007.
2. Mr. Pollock convened the meeting at 5:05 p.m. The staff was represented by Ms. Batchelder and Ms. Galbreath. Guests included Catherine McKown and Joan Lisetor.
3. Present for the meeting were Commissioners Bridges and Pollock.
4. M/s/c Bridges, Pollock to approve the Agenda.
5. M/s/c Bridges, Pollock to approve the Minutes for the meeting held July 23, 2007.
6. Ms. Batchelder, Personnel Director, reported on the following:
 - Reported on the August 20, 2007 Back-to-School event at Walker Creek Ranch.
 - Reviewed the Classified Status Report for the period July 23 - August 27, 2007. Reviewed the current vacancies and resignations. Discussed and reviewed the process for hiring a Senior Administrative Secretary for the Personnel Commission.
7.
 - Discussed and planned retirement celebration for Commissioner Pettijohn.
 - Reviewed and discussed procedures of the selection process for the appointment of the Commission vacancy.
8. M/s/c Bridges, Pollock to adjourn meeting at 5:45 p.m.
9. The next meeting will be held on Monday, September 24, 2007 at 5:00 p.m. in the Board Room.

Call to Order

Roll Call/Guests

Agenda Approved

Minutes Approved

**Personnel
Director's Report**

**Commissioners'
Reports/Items**

Adjournment

Mary Batchelder
Secretary