

MINUTES
MARIN COUNTY OFFICE OF EDUCATION
Personnel Commission
Monday, October 23, 2006

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, October 23, 2006.
2. Mr. Bridges convened the meeting at 5:00 p.m. The staff was represented by Ms. Batchelder and Ms. Galbreath.
3. Present for the meeting were Commissioners Bridges, Pettijohn and Pollock.
4. M/s/c Pollock, Pettijohn to approve the Agenda.
5. M/s/c Pettijohn, Pollock to approve the Minutes for the meeting held September 25, 2006.
6. Ms. Batchelder, Personnel Director, reported on the following:
 - Reviewed the Classified Status Report for the period of September 25 – October 23, 2006. Reviewed the current vacancies and resignations. Reported that Michele Waggoner is working out of classification as an Accountant Assistant.
 - Reported that Personnel has completed the Information Services salary survey for the non-management positions. After negotiations have been completed, the recommendations will be forwarded to the Personnel Commission.
 - Discussed information from a survey of Merit System school districts/county offices regarding the frequency of reclassification studies. Commissioners received MCOE positions and the date of their last reclassification. Personnel Commissioners requested input from CSEA and Administration.
 - Distributed 2007 CSPCA Conference information to Personnel Commissioners.
7. Mr. Bridges reported that Rob Norman, CSEA Labor Representative, contacted him regarding the Walker Creek Ranch Cook reclassification request. Mr. Bridges reported the Personnel Commissioners would welcome more information, but at this time they did not have enough information regarding a change in duties to recommend a reclassification study for the Cook position.
8. M/s/c Pettijohn, Bridges to adjourn meeting at 5:46 p.m.
9. The next meeting will be held on Monday, November 27, 2006 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