

MINUTES
MARIN COUNTY OFFICE OF EDUCATION
Personnel Commission
Monday, March 27, 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, March 27, 2006.
 2. Mr. Bridges convened the meeting at 5:00 p.m. The staff was represented by Ms. Batchelder and Ms. Galbreath. **Call to Order**
 3. Present for the meeting were Commissioners Bridges, Pettijohn and Pollock. **Roll Call/Guests**
 4. M/s/c Pollock, Pettijohn to approve the Agenda. **Agenda Approved**
 5. M/s/c Pettijohn, Pollock to approve the Minutes for the meeting held February 27, 2006. **Minutes Approved**
 6. Ms. Batchelder, Personnel Director, reported on the following: **Personnel Director's Report**
 - Reviewed the Classified Status Report for the period of February 27 - March 27, 2006. Reviewed the current vacancies and resignations.
 - Reported that MCOE sponsored a countywide Personnel Services training presented by School and College Legal Services on January 11 and March 8, 2006.
 - Reported that Personnel Services is in process of recruiting Instructional Assistants for summer school.
 - Reported on status of reclassification study for Information Services positions.
 - Reported that response to seniority language question referred to legal council has not been received.
 - Reported on status of Instructional Assistants' progress for meeting requirement of NCLB. Personnel Services is in process of setting up an additional ROP class for those Instructional Assistants who need assistance with test.
 - Reported that June 9, 2006 is the End-of-Year Retiree party and August 21, 2006 is the Marin County Office of Education Back-to-School event.
 7.
 - Mr. Pollock inquired if the Marin County Office of Education classified employee's salaries are available to the public. Ms. Batchelder informed Mr. Pollock that the classified employee's salaries are public information. **Commissioners' Reports/Items**
 - Mr. Bridges requested that Commissioners receive reclassification information prior to the April meeting, if possible.
- There were no other items introduced by the Commissioners.
8. M/s/c Pollock, Pettijohn to adjourn meeting at 5:30 p.m. **Adjournment**
 9. The next meeting will be held on Monday, April 24, 2006 at 5:00 p.m. in the Board Room.

Mary Batchelder, Secretary