

**MINUTES**  
**MARIN COUNTY OFFICE OF EDUCATION**  
**Personnel Commission**  
**Monday, October 17, 2005**

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 17, 2005.
2. Mr. Pollock convened the meeting at 5:06 p.m. The staff was represented by Ms. Batchelder and Ms. Galbreath. **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 September 26, 2005. **Minutes Approved**
6. Discussed and approved the request from Superintendent Burke for a reclassification study of Information Services. The proposed timeline for the reclassification study process was reviewed.
7. M/S/c Bridges, Pollock to table the proposed draft changes of the Personnel Commission Rules, Definition of Terms, regarding seniority pending additional information.
8. M/S/c to approve the position title change of Instructional Assistant to Paraeducator as negotiated by CSEA.
9. Ms. Batchelder, Personnel Director, reported on the following: **Personnel Director's Report**
  - Distributed record of Personnel Commission Officers. Reported that the Marin County Board of Education welcomed the continued service of Mr. Bridges to the Personnel Commission at their October 11, 2005 meeting.
  - Reviewed the Classified Status Report for the period of September 26 - October 17, 2005. Reviewed the current vacancies and resignations.
10. Mr. Bridges wished Mr. Pollock the best on his upcoming surgery. **Commissioners' Reports/Items**
11. M/s/c Bridges, Pollock to adjourn meeting at 5:35 p.m. **Adjournment**
12. The next meeting will be held on Monday, November 28, 2005 at 5:00 p.m. in the Board Room.

Mary Batchelder  
Secretary