

MINUTES
MARIN COUNTY OFFICE OF EDUCATION
Personnel Commission
Monday, September 26, 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, September 26, 2005.

2. Mr. Pollock convened the meeting at 5:00 p.m. The staff was represented by Ms. Batchelder.

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, as corrected, for the meeting held August 22, 2005.

Minutes Approved

6. Ms. Batchelder, Personnel Director, reported on the following:

Personnel
Director's Report

- Reviewed the Classified Status Report for the period of August 22 - September 26, 2005. Reviewed the current vacancies and resignations.
- Reported on employees working out of classification.
- Reviewed request from Mary Jane Burke to conduct a classification study of the Information Services department. Mr. Bridges suggested the requested timeline be realistic. Mr. Pollock requested the projected timeline be provided at the October meeting, and the request for the classification study be placed on the October Agenda for action.
- Reviewed Local Assessment for NCLB Instructional Assistants compliance for employees which uses 100 point rubric. Points can be earned by passing sections of the CODESP assessment, completing units of college, and receiving satisfactory evaluations as Instructional Assistants.
- Reviewed Article 6.7 of the MCOE-CSEA Agreement which redefines seniority as date of hire for those unit employees hired July 1, 2005 or later. Commissioners Pollock and Bridges discussed the language of the article, asking for clarification of how this will impact the concept of seniority as it applies to concepts other than layoff. It was requested draft revision language of the Personnel Commission rules regarding seniority be reviewed at the October meeting.
- Reviewed request to change the title of Instructional Assistant to Paraeducator. Mr. Pollock requested a survey of the title used by surrounding districts and county offices of education to be reported at the October meeting.

7. Commissioner Bridges will attend the Northern California Personnel Commissioners Association meeting October 14-16, 2005.

Commissioners'
Reports/Items

8. M/s/c Bridges, Pollock to adjourn meeting at 5:55 p.m.

Adjournment

9. The next meeting will be held on Monday, October 17, 2005 at 5:00 p.m. in the Board Room.

Mary Batchelder
Secretary