

**MINUTES
MARIN COUNTY OFFICE OF EDUCATION
Personnel Commission
Monday, May 24, 2021**

The regular meeting of the Marin County Office of Education Personnel Commission was held on Monday, May 24, 2021 via video conference.

1. Ms. McKown convened the meeting at 3:33 p.m. **Call to Order**

2. Present for the meeting via video conference were Commissioners Catherine McKown, Paulette Foster, and Dr. Arline Zerkel. The staff was represented via video conference by Tracee Edmunds, and Erin Feely. Guests via video conference: Nancy Malcolm, CSEA Regional Communication Officer, and Ashley Markovich, Paraeducator and CSEA 2nd Vice President. **Roll Call/Guests**

3. Motion, seconded, and carried, Zerkel/Foster; the matter passed 3-0 to approve and adopt the agenda. **Agenda Approved**

4. Ms. McKown invited the public to comment on items not on the agenda. **Public Comment**

5. Motion, seconded, and carried, Foster/Zerkel; the matter passed 3-0 to approve the minutes for the meeting held April 26, 2021. **Minutes Approved**

6. Held public hearing for 2021-22 Personnel Commission operating budget. **Public Hearing**

7. Motion, seconded, and carried, Zerkel/Foster; the matter passed 3-0 to approve the 2021-2022 Personnel a Commission Budget. **2021-22 Budget Approval**

8. Motion, seconded, and carried, Zerkel/Foster; the matter passed 3-0 to approve the 2021-2022 Personnel Commission meeting calendar. **2021-22 Meeting Calendar**

9. Ms. Edmunds provided updates on the local handling of the Covid-19 pandemic. 100% of Marin public schools are open. MCOE has discontinued the COVID testing program through Curative as surveillance testing is no longer recommended for vaccinated adults. MCOE now has over 90% of employees who have been vaccinated. All adults are now eligible as well as students aged 12 and up. Students ages 12-15 are anticipated to be approved shortly. Marin is currently in the Orange tier, anticipating moving into the Yellow tier in the next few weeks. MCOE developed a plan required by legislation for Learning Loss Dollars to provide supplemental enrichment opportunities over the summer, implementation of four regular employee positions that will rove to cover absences/vacancies, and resources to support county-wide mental health initiatives for students and staff. **COVID-19 Update**

10. Ms. Edmunds reported on the following: **Personnel Director's Report**
 - Commissioner Foster and Tracee Edmunds attended the fourth and fifth sessions of the Merit Academy. Ms. Edmunds provided a report on the five sessions for the Personnel Commission.
 - CSEA settled negotiations and the board approved salary increases for CSEA and Classified Management for the next three years.
 - The Board approved the calendar and for meetings to move back to in-person in July.
 - Two laid off Sr. Administrative Secretaries have been rescinded. One declined, one rescinded and returned to the Sr. Administrative position effective May 3rd. Administrative Secretary positions have been opened.
 - Goals have been created to enlarge applicant pools. There is a big push to advertise on social media.
 - May was designated Employee Appreciation Month. The Golden Bell will celebrate all public school employees this year. The Year End/Retiree Celebration will be held June 3rd.
 - Reviewed status report for the period of April 22, 2021 – May 24, 2021. Current leaves, resignations, and vacancies were reviewed.

11. Ms. McKown invited Commissioners to report on items not on the agenda. **Reports/Items**

12. Motion, seconded, and carried, Zerkel/Foster; the matter passed 3-0 to adjourn the meeting.
Ms. McKown adjourned the meeting at 4:28 p.m.

Adjournment



Tracee Edmunds
Secretary

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