

MINUTES
MARIN COUNTY OFFICE OF EDUCATION
Personnel Commission
Monday, October 22, 2018

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 94903 on Monday, October 22, 2018.

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| 1. Mr. Bridges convened the meeting at 3:32 p.m. | <u>Call to Order</u> |
| 2. Present for the meeting were Commissioners Catherine McKown, Bill Bridges and Dr. Arline Zerkel. The staff was represented by Tracee Edmunds and Erin Feely. Guests: Vicki Ascher. | <u>Roll Call/Guests</u> |
| 3. Motion, seconded, and carried, McKown/Zerkel; the matter passed 3-0 to approve and adopt the agenda. | <u>Agenda Approved</u> |
| 4. Mr. Bridges invited the public to comment on items not on the agenda. | <u>Public Comment</u> |
| 5. Motion, seconded, and carried, Zerkel/McKown; the matter passed 3-0 to approve the minutes for the meeting held September 26, 2018. | <u>Minutes Approved</u> |
| 6. Ms. Edmunds reported that four Classifications were moved forward and approved by the Board. Work is moving forward on the salary survey. The next steps include negotiation with CSEA. Recommendation for placement on the salary schedule will come forward to the Commission at a future meeting, and then to the Board for approval of the new salary schedule. | <u>Classification Study</u> |
| 7. Ms. Edmunds reported on the following: <ul style="list-style-type: none">• Swearing in of Commissioner Zerkel will be November 26.• The ribbon cutting ceremony for the landscaping project took place October 9 opening the Community Courtyard area to the public.• Review of the new MCOE Website, including the Personnel Commission pages.• Schools Rule event distributed \$888,000 to public schools in Marin.• The employee flu shot event took place on October 18 with 40 shots provided.• Reviewed status report for the period of September 26, 2018 – October 22, 2018. Current leaves, resignations, and vacancies were reviewed. | <u>Personnel Director's Report</u> |
| 8. Mr. Bridges invited Commissioners to report on items not on the agenda. | <u>Commissioners' Reports/Items</u> |
| 9. Motion, seconded, and carried, McKown/Zerkel the matter passed 3-0 to adjourn the meeting. Mr. Bridges adjourned the meeting at 4:05 p.m. | <u>Adjournment</u> |



Tracee Edmunds
Secretary

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