

**PERSONNEL COMMISSION
Poway Unified School District
15250 Avenue of Science
San Diego, California 92128**

**MINUTES
Tuesday, January 10, 2017**

A. PRELIMINARY FUNCTIONS

1. Call To Order

The meeting of the Personnel Commission was called to order at 4:33 p.m., Tuesday January 10, 2017, in the Aztec Room East by Chairperson, Margaret Wyatt.

Members Present: Margaret Wyatt, Chairperson
Darren Keenaghan, Member
David Little, Member

Staff Present: Corrie Amador, Director, Personnel Commission
Jane Kennington, Human Resources Analyst
Jolie Napier-Vea, Human Resources Analyst

Guests: Lynnette Turner, PSEA Member

2. Welcome to the Public

3. Approval of the Agenda

It was moved (Keenaghan) seconded (Little) and carried (3-0) to approve the agenda for the December 12, 2016, Personnel Commission Regular meeting.

B. STAFF INFORMATION ITEMS AND REPORTS

The following items were included in the Personnel Commission packet for information.

1. Communications

- a. Board Briefs from the December 13, 2016, Board of Education meeting

2. Operating Budget Report

3. Recruitment Status Report

4. Report of Testing

C. COMMENTS

1. Public Comments Pertaining to Non-Agenda Items

None

2. Commissioners

None

3. Director

None

4. District

None

5. Employee Association

None

6. **Staff**
None

D. CONSENT AGENDA

1. **Approval of the Regular Meeting Minutes of December 13, 2016**
2. **Ratification of Eligibility Lists (PC 50.100.1 (A)):**
 - a. **Electronic Systems Technician**
 - b. **Accountant I**
 - c. **Instructional Assistant – Preschool**
 - d. **Program Aide – ASES**
 - e. **Program Aide – ESS**
 - f. **Lead Extended Student Services Assistant**
 - g. **Instructional Assistant I – Special Education**
 - h. **Instructional Assistant II – Special Education**
 - i. **Irrigation Technician**
 - j. **Electrician**
 - k. **Instructional Assistant – Physical Education**

3. Ratification of Removal of Names from Eligibility Lists (PC 50.100.6)

It was moved (Little) seconded (Keenaghan), and carried (3-0) to approve the consent agenda for the January 10, 2017, Personnel Commission regular meeting.
Roll Call Vote: Keenaghan - Aye, Little - Aye, Wyatt – Aye

E. ACTION ITEMS

1. **Classification Review Recommendation: Associate Superintendent of Business Support Services (Revision to Classification Description)**
Public Comment
There was none.

It was moved (Little), seconded (Keenaghan), and carried (3-0) the motion to revise the classification description of Associate Superintendent of Business Support Services.

F. DISCUSSION

1. **Next Personnel Commission Meeting**
The next Personnel Commission meeting is scheduled for Monday, February 6, 2017 at 4:30 p.m.

G. ADJOURNMENT

The meeting adjourned at 4:57 p.m.