

Poway Unified School District
PERSONNEL COMMISSION
15250 Avenue of Science
San Diego, CA 92128-3406
District Office – Community Room East

MINUTES
Monday, May 7, 2018

A. PRELIMINARY FUNCTIONS

1. Call to Order

The regular meeting of the Personnel Commission was called to order at 4:37 p.m., Monday, May 7, 2018, in the Community Room by Chairperson Darren Keenaghan.

Members Present: Darren Keenaghan, Chairperson
 Margaret Wyatt, Vice Chairperson
 David Little, Member (arrived at 4:39 p.m.)

2. Welcome to the Public

3. Approval of the Agenda

It was moved (Wyatt), seconded (Keenaghan), and carried (3-0) to approve the agenda for the May 7, 2018 Personnel Commission regular meeting.

Vote: Ayes – Keenaghan, Little and Wyatt

4. Approval of the Regular Meeting Minutes

It was moved (Wyatt), seconded (Little) and carried (3-0) to approve the minutes from the April 16, 2018, regular Personnel Commission meeting.

Vote: Ayes – Keenaghan, Little, and Wyatt

B. COMMENTS

C. INFORMATION ITEMS AND REPORTS

1. Commissioners

There were no comments to report

2. Director

Personnel Commission staff participated in a job fair at Palomar College on May 2nd. Everyday Heroes and Team PUSD recipients will be recognized at the May 10th Board of Education meeting.

3. District

Associate Superintendent, James Jimenez, spoke about the efforts being made in preparation for the upcoming school year. Mr. Jimenez thanked the Personnel Commission staff for their work in recruiting for classified positions. He thanked Personnel Support Services staff for their work in recruiting for a large number of certificated positions as a result of the Supplemental Early Retirement Plan. He also shared that the negotiations with PSEA Unit 1 & 2 had concluded with a tentative agreement of all contract articles and thanked the Association for all of their hard work and collaborative efforts.

4. Employee Association

PSEA is hosting an Open House event on May 23rd for all classified employees and extended an invitation to the Personnel Commissioners to attend.

5. **Staff**
There were no comments to report.
6. **Operating Budget**
The operating budget was presented.
7. **Recruitment Status Report**
The recruitment status report was presented.
8. **Report of Testing**
The report of testing was presented.
9. **Communications**
Board Briefs from the April 19, 2018 Board of Education meeting was presented.

D. CONSENT AGENDA

It was moved (Wyatt), seconded (Little), and carried (3-0) to approve the Consent Agenda for the May 7, 2018, Personnel Commission meeting.

Roll Call Vote: Ayes – Keenaghan, Little, and Wyatt

1. **Ratification of Eligibility Lists (PC 50.100.1 (A)):**
 - a. Food and Nutrition Assistant I
 - b. Bus Transportation Aide
 - c. Health Services Technician
 - d. Music Assistant
 - e. Program Aide – ASES
 - f. Program Aide – ESS
 - g. Lead Middle School ASES Assistant
 - h. Speech Language Pathology Assistant
 - i. Vehicle Maintenance Technician III
 - j. Instructional Assistant I – Special Education
 - k. Instructional Assistant II – Special Education
 - l. Program Aide – ESS
2. **Ratification of Removal of Names from Eligibility Lists (PC 50.100.6)**

E. ACTION ITEMS

1. Classification Recommendation: LAN Administrator

It was moved (Wyatt), seconded (Little), and carried (3-0) to approve the revision to the classification description.

Vote: Ayes – Keenaghan, Little and Wyatt

2. Proposed 2018-2019 Personnel Commission budget

- a. Open Hearing 4:47 p.m.
- b. Call for Speakers
- c. Close Hearing 4:48 p.m.
- d. It was moved (Wyatt), seconded (Little), and carried (3-0) to approve the proposed 2018-2019 budget as presented.

Vote: Ayes – Keenaghan, Little and Wyatt

D. DISCUSSION

1. Next Personnel Commission Meeting

The next Personnel Commission meeting is scheduled for Monday, June 4, 2018, at 4:30 p.m.

F. ADJOURNMENT

The meeting adjourned at 4:49 p.m.