

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

**MINUTES**  
**Monday, August 7, 2017**

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**A. PRELIMINARY FUNCTIONS**

**1. Call to Order**

The regular meeting of the Personnel Commission was called to order at 4:32 p.m., Monday, August 7, 2017, in the Community Room by Chairperson Margaret Wyatt.

Members Present: Margaret, Chairperson  
Darren Keenaghan, Vice Chairperson  
David Little, 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 August 7, 2017 Personnel Commission regular meeting.

**4. Approval of the Regular Meeting Minutes**

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

**B. COMMENTS**

There were no comments.

**C. INFORMATION ITEMS AND REPORTS**

**1. Introduction of the Superintendent**

Dr. Marian Kim-Phelps was introduced to the Personnel Commission as the new Superintendent of Poway Unified School District.

**2. Commissioners**

No comments to report as this time.

**3. Director**

Director Amador stated the new Human Resources Specialist has been selected and will be starting on August 21, 2017

**4. Employee Association**

Representative stated that the Association strongly opposes the suspension of the compensation studies.

**5. Staff**

No Comments to report at this time

**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**

Letter from the Superintendent and Board of Education dated August 1, 2017 were presented.

**D. CONSENT AGENDA**

It was moved (Keenaghan), seconded (Little), and carried (3-0) to approve the Consent Agenda for the July 10, 2017 Personnel Commission meeting.

Roll Call Vote: Little – Aye, Keenaghan – Aye, Wyatt - Aye

**1. Ratification of Eligibility Lists (PC 50.100.1 (A)):**

- a. Middle School After School Education and Safety Supervisor
- b. Systems Administrator
- c. Athletic Trainer
- d. Music Assistant
- e. Behavioral Intervention Instructional Assistant
- f. Instructional Assistant I – Special Education
- g. Instructional Assistant II – Special Education
- h. Aquatics Supervisor
- i. Administrative Assistant II
- j. Executive Assistant to the Associate Superintendent
- k. Human Resources Specialist
- l. Program Aide - ASES
- m. School Administrative Assistant – Elementary
- n. High School Registrar
- o. Program Aide – ESS
- p. Student Services Assistant
- q. Extended Student Services (ESS) Supervisor

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

**E. ACTION ITEMS**

No Action items were brought forward at this time.

**F. DISCUSSION**

**1. Role of the Personnel Commission – Compensation Studies**

Personnel Commission will determine if the Compensation Study will move forward as part of the Classification Review Cycle. Personnel Commission will take expressed concerns and provide direction to staff of how to proceed. Action will move forward in the September Personnel Commission meeting.

**2. Next Personnel Commission Meeting**

The next Personnel Commission meeting is scheduled for Monday, September 5, 2017, at 4:30 p.m.

**G. ADJOURNMENT**

The meeting adjourned at 5:13 p.m.