

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

**MINUTES  
Monday, May 1, 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, May 1, 2017, in the Community Room by Vice Chairperson Darren Keenaghan.

Members Present: Darren Keenaghan, Member  
David Little, Member

Member Absent: Margaret Wyatt, Chairperson

**2. Welcome to the Public**

**3. Approval of the Agenda**

It was moved (Little) seconded (Keenaghan) and carried (2-0) to approve the agenda for the May 1, 2017 Personnel Commission regular meeting.

**B. STAFF INFORMATION ITEMS AND REPORTS**

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

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

It was moved (Little), seconded (Keenaghan), and carried (2-0) to approve the Minutes from the April 3, 2017 regular Personnel Commission meeting and April 20, 2017 Personnel Commission special meeting.

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

**2. Communications**

Board Briefs from the April 25, 2017, Board of Education meeting

**3. Operating Budget Report**

**4. Recruitment Status Report**

**5. Report of Testing**

**C. COMMENTS**

**1. Public Comments Pertaining to Non-Agenda Items**

None

**2. Commissioners**

Commissioner Little thanks the Personnel Commission staff for all the work that was put into the Library Media Technician classification study.

**3. Director**

None

**4. District**

None

**5. Employee Association**

None

**6. Staff**

Limited Term recruitment for summer is in progress.

**D. CONSENT AGENDA**

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

- a) Instructional Assistant I – Special Education
- b) Instructional Assistant II – Special Education
- c) Program Aide – ASES
- d) Program Aide – ESS
- e) Administrative Assistant II
- f) Occupational Therapist
- g) Bus Transportation Aide
- h) Instructional Assistant I – Special Education
- i) Instructional Assistant II – Special Education
- j) Counseling Assistant

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

It was moved (Little) seconded (Keenaghan), and carried (2-0) to approve the consent agenda for the May 1, 2017 Personnel Commission regular meeting.

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

**E. ACTION ITEMS**

**1. Public Hearing and Approval of the 2017-2018 Personnel Commission Budget**

Public Hearing opened at 4:38pm

Moved (Little), seconded (Keenaghan) to approve the 2017-2018 Personnel Commission Budget

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

**F. DISCUSSION**

**2. Next Personnel Commission Meeting**

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

**G. ADJOURNMENT**

The meeting adjourned at 4:40 p.m.