



Personnel Commission Meeting

January 19, 2021

APPROVED MINUTES

1.0 CALL TO ORDER

1.1 Chairperson Miller called the regular meeting to order at 2:01 p.m. followed by the Pledge of Allegiance. The meeting was conducted on Zoom, a web-based video conferencing site, due to the coronavirus (COVID-19).

1.2 Establishment of Quorum.

Present: Chairperson, Lawrence Lane and Vice Chairperson, Lynn Miller

Absent: Member, James Rapoza.

Guests: C.S.E.A President, Rory Bruce; Karina Mendez; Scott Mean-Hill; Xaloc Cabanes; Brian Sluggett and Yvanna Mar.

2.0 APPROVAL OF MINUTES/AGENDA

2.1 The minutes of the Personnel Commission meeting of December 8, 2020 were approved (Lane/Miller).

Ayes: Lane/Miller

Noes: None

Abstain: None

Absent: Rapoza

2.2 To accept the agenda (Lane/Miller).

Ayes: Lane/Miller

Noes: None

Abstain: None

Absent: Rapoza

3.0 COMMENTS OR SUGGESTIONS FROM EMPLOYEES OR GUESTS

3.1 C.S.E.A. President Bruce said he was looking forward to the reopening of schools scheduled for February 2021.

4.0 REPORTS

4.1 Chairperson or Member's Report

4.1.1 The Commissioners wished everyone a Happy New Year.

4.1.2 Chairperson, Miller said he started the COVID-19 vaccination series.

4.2 Senior Human Resources Director's Report

4.2.1 Senior Director Cope provided an update on school closures, reopening and COVID-19 statistics. The plan for Santa Cruz COE staff to return to the classrooms for Alternative Education and Special Education is to teach in small cohorts with staff who volunteer to do so. Senior Director Cope thanked C.S.E.A. President Bruce for his collaboration in the safety protocols that have been implemented. Senior Director Cope took some time to explain and answer questions about the vaccination process and the order in which the community would be able to receive these vaccinations. The Santa Cruz COE is included in phase 1B in the vaccination roll-out.

5.0 CONSENT AGENDA

5.1 The consent agenda was approved as submitted (Lane/Miller).

Ayes: Lane/Miller

Noes: None

Abstain: None

Absent: Rapoza

6.0 CORRESPONDENCE

6.1 None.

7.0 OLD BUSINESS

7.1 New Classification—Assessment, Data and Technology Specialist, Alternative Education—Second Reading—Action

Due to the increase in student enrollment, the Alternative Education Department has determined their need to create a new classification to provide specialized support with assessment, data reporting and technology management.

Motion: To approve the new job classification and job description as revised of Assessment, Data, and Technology Specialist, Alternative Education as well as, approve the Classified Employees' Point Factoring Committee recommendation that the position be placed at Range 29 (\$4,263 to \$5,383 monthly) on the classified salary schedule (Lane/Miller).

Ayes: Lane/Miller

Noes: None

Abstain: None

Absent: Rapoza

8.0 NEW BUSINESS

8.1 None.

9.0 SCHEDULE OF UPCOMING EVENTS

9.1 February 16, 2021, Regular Meeting of the Personnel Commission at 2 p.m. via Zoom video conference. Join through Zoom: <https://zoom.us/j/706384990>; Meeting ID:706384990

10.0 ADJOURNMENT

10.1 The meeting of the Personnel Commission was adjourned at 2:18 p.m.

Distribution:
Personnel Commission
Dr. Faris Sabbah, Superintendent
SCCOE Board of Education
SCCOE Office Managers
C.S.E.A President
SCCOE Main Office Bulletin Board

Attest:

Troy Cope
Senior Director, Human Resources