



APPROVED MINUTES

Personnel Commission Meeting
July 19, 2011

1.0 CALL TO ORDER

1.1 Chairperson Lane called the regular meeting to order at 2:31 p.m. followed by the pledge of allegiance.

1.2 Establishment of Quorum.

Present: Chairperson, Lawrence Lane; Vice Chairperson, Keith Parkhurst; Member, James Rapoza; Human Resources Director, Megan Booth; and Human Resources Analyst, Toni Alldredge.

Guests: Bryan Wall, Deputy Superintendent and Heather Hutchison, C.S.E.A. Co-President.

2.0 APPROVAL OF MINUTES/AGENDA

2.1 The minutes of the Personnel Commission meeting of June 28, 2011 were approved.

Ayes: Rapoza/Lane Noes: None

Abstain: Parkhurst Absent: None

2.2 To accept the agenda as submitted (Parkhurst/Rapoza).

Ayes: Unanimous Noes: None

Abstain: None Absent: None

3.0 COMMENTS OR SUGGESTIONS FROM EMPLOYEES OR GUESTS

3.1 Heather Hutchison reported that the classified bargaining unit contract, Chapter 484 was unanimously ratified.

4.0 REPORTS

4.1 Chairperson or Member's Report

4.1.1 Commissioner Parkhurst apologized for missing last month's meeting.

4.2 Human Resources Director's Report

4.2.1 Director Booth reported that she will be on vacation from August 8-12, 2011.

4.2.2 Navigating the Brown Act—Merit Districts Webinar Training, August 16, 2011.

4.3 Deputy Superintendent's Report

4.3.1 None

5.0 CONSENT AGENDA

5.1 The consent agenda was approved as submitted.

Ayes: Rapoza/Lane/ Noes: None
Parkhurst

Abstain: None Absent: None

6.0 CORRESPONDENCE

6.1 2011 CSPCA Merit System Training Academy, Anaheim, CA, September 10-
January 21, 2012.

7.0 OLD BUSINESS

7.1 None.

8.0 NEW BUSINESS

8.1 None.

9.0 CLOSED SESSION

9.1 Evaluation of Personnel: Human Resources Director
The Commission adjourned into closed session at 2:39 p.m.

10.0 OPEN SESSION

10.1 The Commission reconvened to open session at 3:11 p.m. The Commission
completed the evaluation of the Human Resources Director.

11.0 SCHEDULE OF UPCOMING EVENTS

11.1 The next regular Personnel Commission meeting is scheduled for August 16,
2011, at 2:30 p.m., Bay Conference Room, Santa Cruz County Office of
Education, 400 Encinal Street, Santa Cruz, California 95060.

12.0 ADJOURNMENT

12.1 The meeting of the Personnel Commission was adjourned at 3:13 p.m.

Distribution: Personnel Commissioners
Michael C. Watkins, Superintendent
SCCOE Board of Education
SCCOE Office Managers
C.S.E.A. President and Representatives
SCCOE Schools/Classes
SCCOE Main Office Bulletin Board

Megan Booth

Attest: Megan Booth, Human Resources Director