

MINUTES  
BASSETT UNIFIED SCHOOL DISTRICT  
PERSONNEL COMMISSION MEETING  
MAY 6, 2003  
5:00 P.M.

1. The meeting was called to order by Chairperson Vern Wallery at 5:03 p.m.

2. MEMBERS PRESENT:

Mrs. Vern Wallery, Chairperson  
Mrs. Frances Alvarado, Vice-Chairperson  
Mrs. Susan Hartley, Member

3. STAFF PRESENT:

T. R. Lin, Ph.D, Assistant Superintendent, Human Resources Development  
Patrick Maher, Personnel Analyst

4. OTHERS PRESENT:

See Guest Register

5. PRELIMINARY:

A. Flag Salute

6. STAFF REPORTS:

A. Personnel Director

Dr. Lin reported that Bassett USD had attained agency membership in the Western Regional Intergovernmental Personnel Assessment Council (WRIPAC) and provided the Commissioners with material on the nature and services of the organization. He explained that membership was without cost, but that members had to participate in the activities in support of the organization.

Dr. Lin also reported on an upcoming conference by the Personnel Testing Council of Southern California (PTC/SC) and informed the Commissioners that staff would process the conference fees if any wished to attend.

B. Personnel Commission

Mrs. Hartley inquired as to the status of Robert Watanabe. Dr. Lin reported that Mr. Watanabe would be returning to work on May 7, 2003 and passed on appreciation from Delia Morales for all those who showed concern.

7. APPROVAL OF MINUTES:

On the motion of Mrs. Hartley, seconded by Mrs. Alvarado, and unanimously carried, the Commission approved the minutes for April 1, 2003 as submitted.

8. APPROVAL OF MINUTES:

On the motion of Mrs. Hartley, seconded by Mrs. Alvarado, and unanimously carried, the Commission approved the minutes for April 29, 2003 as submitted.

9. APPROVAL OF AGENDA:

On the motion of Mrs. Hartley, seconded by Mrs. Alvarado, and unanimously carried, the Commission approved the agenda for the regular meeting of May 6, 2003, as submitted.

Mrs. Hartley inquired if there was a need for a closed session to obtain an update on the status of the legal opinions that had been requested by the Commission.

Dr. Lin stated that a letter had been drafted that would be sent to counsel on May 7, 2003.

10. REQUESTS TO SPEAK:

There were no requests to speak.

11. EXAMINATIONS:

The Commission received the following examination bulletins:

A. Food Services Assistant II (Open and Promotional)

- B. Lead Grounds Maintenance Worker (Promotional only)—This examination has been temporarily halted pending a decision to conduct an organizational study of M.O.T.

12. NEXT COMMISSION MEETING:

The Public Hearing on the Personnel Commission budget for 2003-2004 will be held May 13, 2003 at 5:00 p.m. in the District Office Board Room.

The next regular Personnel Commission meeting will be held on June 3, 2003, at 5:00 p.m. in the District Office Board Room.

13. CLOSED SESSION:

Pursuant to Government Code 54957, the Personnel Commission recessed to closed session at 5:21 p.m. and reconvened at 6:01 p.m. regarding the following personnel and employee performance issues:

- A. Discussion of performance of Classified Employee.

There was no action taken during closed session.

14. ADJOURNMENT:

On the motion of Mrs. Hartley, seconded by Mrs. Alvarado, and unanimously carried, the Commission adjourned the meeting at 6:03 p.m.