

MINUTES
BASSETT UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION MEETING
PERSONNEL COMMISSION OFFICE – ROOM 12 – FLANNER
January 15, 2008
5:00 P.M.

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

2. MEMBERS PRESENT

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

3. STAFF PRESENT

Patrick Maher, Personnel Director
Brandon Tietze, Personnel Analyst

4. PRELIMINARY

A. Flag Salute

5. STAFF REPORTS

A. Personnel Director

Mr. Maher reported that there will be a temporary hiring freeze on certain position vacancies due to the current uncertainty of budgetary decisions. He stated that the Personnel Commission will continue to run examinations for the purpose of having active eligibility lists available when hiring is approved. Mr. Maher also stated that there are still multiple continuous recruitments running in addition to those with established closing dates.

Mr. Maher recognized the new Personnel Analyst, Brandon Tietze, and noted that things are off to a good start after Mr. Tietze was provided with four days of training from the previous Personnel Analyst.

Mr. Maher noted the upcoming CSPCA Conference on February 21-24 in San Francisco.

B. Personnel Commission

Mrs. Alvarado wished Dr. Cyndy Byrd, Assistant Superintendent Human Resources, a Merry Christmas and Happy New Year.

Mrs. Hartley offered salutations to Dr. Byrd and welcomed Mr. Tietze.

Mrs. Wallery welcomed Mr. Tietze and wished everyone a Happy New Year. She also welcomed Mr. Ruben Castaneda as the new CSEA President.

6. APPROVAL OF AGENDA

On the motion of Mrs. Hartley, seconded by Mrs. Alvarado and unanimously carried, the Commission moved to approve the agenda for the regular meeting of January 15, 2008 as amended.

7. APPROVAL OF MINUTES

On the motion of Mrs. Hartley, seconded by Mrs. Alvarado and unanimously carried, the Commission moved to approve the minutes of the regular meeting of December 4, 2007 as submitted.

8. REQUESTS TO SPEAK

Mr. Maher noted that Mr. Robert Watanabe, Superintendent, was disappointed at not being able to attend the meeting due to a scheduling conflict. On Mr. Watanabe's behalf, Mr. Maher emphasized that Torch Middle School was put on a "School to Watch" list as one of only twenty-one (21) schools to receive this distinction in the entire state. He stated that various celebratory activities will be taking place across the state over the next few months. Also, Mr. Maher announced that Mr. Watanabe and staff will be attending a briefing on the status of the budget situation and what to expect.

Mr. Castaneda introduced himself as the new CSEA President and stated that he is looking forward to working with the Personnel Commission staff and commissioners.

9. APPROVAL OF COMMISSION STAFF

On the motion of Mrs. Hartley, seconded by Mrs. Alvarado and unanimously carried, the Commission moved to accept the resignation of Marina Mihalevsky as Personnel Analyst effective January 10, 2008.

10. APPROVAL OF EXPENDITURES TO ATTEND TRAINING

On the motion of Mrs. Alvarado, seconded by Mrs. Hartley and unanimously carried, the Commission moved to approve the attendance at conferences, actual and necessary expenditures in the amount of \$8,489.76 incurred by such attendance to be paid by the Commission unless otherwise specified, as attached, and in accordance with Education Code Section 45255.

11. ELIGIBILITY LISTS

On the motion of Mrs. Alvarado, seconded by Mrs. Hartley and unanimously carried, the Commission moved to approve the following eligibility lists:

Food Services Assistant I (Substitute)	#07-001 (4)
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12. EXAMINATIONS

The Commission received the following examination bulletins:

Clerical Assistant I	Exam #08-001
Custodian I	Exam #08-002
Food Services Assistant I	Exam #08-003
Instructional Assistant, Special Education	Exam #08-004
Custodial Services Supervisor	Exam #08-005

13. NEXT COMMISSION MEETING

The next regular Personnel Commission meeting will be held on February 6, 2008 at 5:00 p.m. in the Personnel Commission office.

14. CLOSED SESSION

The Commission adjourned to closed session at 5:15 p.m. pursuant to Government Code Section 54957 to discuss:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Personnel Director

The Commission reconvened into open session at 6:44 p.m. and reported that no action had been taken.

15. ADJOURNMENT

On the motion of Mrs. Alvarado, seconded by Mrs. Hartley and unanimously carried, the Commission moved to adjourn the meeting at 6:45 p.m.