

MINUTES  
BASSETT UNIFIED SCHOOL DISTRICT  
PERSONNEL COMMISSION MEETING  
PERSONNEL COMMISSION OFFICE – ROOM 12 – FLANNER  
MAY 6, 2008  
5:00 P.M.

1. The meeting was called to order by Chairperson Wallery at 5:00 p.m.

2. MEMBERS PRESENT

Mrs. Vern Wallery, Chairperson  
Mrs. Susan Hartley, Vice-Chairperson  
Mrs. Frances Alvarado, Member (absent – ill)

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 the PCSAC conference held in Irvine last month was very successful and was able to meet its costs even with many districts not attending due to budgetary issues. He stated that there were a number of very interesting and even provocative speakers who challenged us to rethink some of our long held ideas as well as those who provided much useful information.

Mr. Maher reported that at the request of Superintendent Watanabe, he had agreed to handle the summer assignments for the district.

He also stated that layoff notices were being prepared. He had met with both the district and CSEA, notified the supervisors of each affected person to discuss it in person pending notification, and would be sending out notifications in a few days.

B. Personnel Commission

Mrs. Hartley reported on the generational differences presentation she saw at the PCASC conference. She noted that the presenter did a good job explaining the general characteristics and dynamics of workers from different generations while keeping the content interesting.

Mrs. Wallery stated that she also attended the PCASC conference and found it to be interesting.

Mrs. Wallery offered a celebratory, "Happy day of the teacher" and "Happy classified day," for the two upcoming dates.

6. APPROVAL OF AGENDA

On the motion of Mrs. Hartley, seconded by Mrs. Wallery and unanimously carried, the Commission approved the agenda for the regular meeting of May 6, 2008 as submitted.

7. APPROVAL OF MINUTES

On the motion of Mrs. Hartley, seconded by Mrs. Wallery and unanimously carried, the Commission approved the minutes of the regular meeting of April 8, 2008 as submitted.

8. REQUESTS TO SPEAK

Superintendent Watanabe handed out literature on the state budget and its impact on education and on other district activities and discussed both.

Ruben Castaneda, CSEA Chapter President thanked the Commission for allowing CSEA to be included in the layoff process and thanked them for their hard work.

9. BUDGET

On the motion of Mrs. Hartley and seconded by Mrs. Wallery, and unanimously carried, the Commission moved to open a public hearing on the proposed Personnel Commission budget for 2008-2009 at 5:23 p.m.

No one present participated in the public hearing.

On the motion of Mrs. Hartley and seconded by Mrs. Wallery, and unanimously carried, the Commission moved to close the public hearing on the proposed Personnel Commission budget for 2008-2009 at 5:24 p.m.

10. ANNUAL BUDGET

On the motion of Mrs. Hartley and seconded by Mrs. Wallery, and unanimously carried, the Commission adopted the proposed Personnel Commission budget for 2008-2009 as submitted.

On the motion of Mrs. Hartley and seconded by Mrs. Wallery, and unanimously carried, the Commission moved to cease paying all medical insurance health benefits other than dental or vision, to Personnel Commissioners effective December 1, 2008.

11. REVISION TO CLASS SPECIFICATIONS

On the motion of Mrs. Hartley and seconded by Mrs. Wallery, and unanimously carried, the Commission moved to revise the classification specification for Custodian I as submitted/amended.

12. EXPENDITURES TO ATTEND TRAINING

On the motion of Mrs. Hartley and seconded by Mrs. Wallery, and unanimously carried, the Commission approved attendance at conferences, actual and necessary expenditures in the amount of \$1435.00 incurred by such attendance to be paid by the Commission unless otherwise specified, as attached, and in accordance with Education Code Section 45255.

13. ELIGIBILITY LISTS

On the motion of Mrs. Hartley and seconded by Mrs. Wallery, and unanimously carried, the Commission approved the following eligibility lists:

District Security Officer

#08-012

14. NEXT COMMISSION MEETING

The next regular Personnel Commission meeting will be held on June 3, 2008 at 5:00 p.m. in the Personnel Commission office.

15. CLOSED SESSION

The Commission adjourned to closed session at 5:28 p.m. pursuant to Government Code Section 54957 to discuss:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Title: Personnel Director

The Commission reconvened into open session at 6:38 p.m. and reported on the following action taken in closed session:

The Commission rescheduled the performance evaluation for the June meeting so that Mrs. Alvarado could participate. The Personnel Director waived any applicable timelines.

16. ADJOURNMENT

On the motion of Mrs. Hartley and seconded by Mrs. Wallery, and unanimously carried, the Commission adjourned the meeting at 6:39 p.m.