

MINUTES
BASSETT UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION MEETING
PERSONNEL COMMISSION OFFICE – ROOM 12 – FLANNER
APRIL 8, 2009
5:00 P.M.

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

2. MEMBERS PRESENT

Susan Hartley, Chairperson
Vern Wallery, Vice-Chairperson
Fred Lujan, 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 the slowdown in the need to recruit for vacancies has been put to good use. He stated that he has been able to spend time with Inglewood USD and so far has billings totaling over \$8,000 to be paid to the district for his services. He noted that most of this is due to time spent during the past 6 weeks, so there will be additional revenue before the end of the fiscal year. He observed that this opportunity helps out the district's budget by bringing in additional revenue in order to offset the costs of the Commission. It also helps IUSD implement its merit system.

Mr. Maher stated that the PC staff is also using this time to streamline processes and to update material used for a variety of work and services.

B. Personnel Commission

Mrs. Wallery wished everyone a happy vacation.

Mrs. Hartley also wished everyone a good few days off.

6. APPROVAL OF AGENDA

On the motion of Mr. Lujan, seconded by Mrs. Wallery and unanimously carried, the Commission approved the agenda for the regular meeting of April 8, 2009 as submitted.

7. APPROVAL OF MINUTES

On the motion of Mr. Lujan, seconded by Mrs. Wallery and unanimously carried, the Commission approved the minutes for the regular meeting of March 3, 2009 as submitted.

8. REQUESTS TO SPEAK

A. Communications

1. Superintendent

On behalf of Robert Watanabe, BUSD Superintendent, Dr. Cyndy Byrd, Asst. Superintendent of Human Resources, wished everyone a happy Easter.

2. CSEA

Jeanne Gooch, CSEA Grievance Chairperson, also wished everyone a happy Easter.

9. APPROVE ANNUAL REPORT

On the motion of Mr. Lujan, seconded by Mrs. Wallery and unanimously carried, the Commission moved to approve the annual report of the Personnel Commission for 2008 and to submit it to the governing board as submitted.

Mrs. Wallery commented that the annual report looked very good as usual.

10. BUDGET

Mrs. Hartley inquired as to how much of the budget is projected to be returned to the District.

Mr. Maher responded that it will likely be at least ten percent, which corresponds to around \$35,000. He noted that this estimate does not include the additional revenue coming from his work at Ingewood USD.

Mrs. Gooch commented that CSEA is thankful for the effort to return funds to the district.

On the motion of Mr. Lujan, seconded by Mrs. Wallery and unanimously carried, the Commission approved to schedule its public hearing on the adoption of the Commission budget for 2009/2010 on May 5, 2009 at 5:00 pm, Room 12, Flanner campus.

11. EXPENDITURES TO ATTEND TRAINING

On the motion of Mr. Lujan, seconded by Mrs. Wallery and unanimously carried, the Commission approved attendance at conferences, actual and necessary expenditures in the amount of \$99.00 incurred by such attendance to be paid by the Commission unless otherwise specified, as attached, and in accordance with Education Code Section 45255.

12. ANNUAL BARBEQUE

The annual Commission sponsored classified employees' barbeque will be held on May 20, 2009. Lunch will be served from 11:00 – 2:00 pm and will consist of carne asada, flour tortillas, refried beans, rice, salsa, iced tea, cake, and other condiments.

13. NEXT COMMISSION MEETING

The next regular Personnel Commission meeting will be held on May 5, 2009 at 5:00 p.m. in the Personnel Commission office.

Mr. Lujan suggested that the Personnel Commission have a pot luck to celebrate Cinco de Mayo at the next meeting. He suggested items such as nachos, guacamole, soda, and chips and dip.

Mr. Maher stated that the staff would take care of the arrangements.

14. ADJOURNMENT

On the motion of Mr. Lujan, seconded by Mrs. Wallery and unanimously carried, the Commission moved to adjourn the meeting at 5:18.